

**Wakefield Community School
Board of Education Regular Meeting
Monday, April 11, 2016 7:00 PM**

The Board of Education Regular Meeting convened in open and public session on Monday, April 11, 2016 at 7:00 PM in the Board of Education Room at the Boardroom
802 Highland Street
Wakefield, NE 68784.

President Brown informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

ATTENDANCE TAKEN AT 7:00 PM:

Opening Procedures

Call to Order

Open Meetings Act

Roll Call

Excuse Board Member Absences

Approval of Agenda

Motion to approve the agenda Passed with a motion by Julie Rose and a second by Mrs. Karen Borg.

Tim Bebee: Yea

Mrs. Karen Borg: Yea

Bree Brown: Yea

Mr. Ben Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Awards and Special Recognition

Recognition of Visitors/Communication from the Public

WEA

Reports

Administrators

Elementary Principal Report

Secondary Principal Report

Superintendent Report

Board Committee Reports

Board Policy

Building, Sites & Transportation

Business & Finance

Curriculum, Americanism & Technology

Public & Personnel Relations

Strategic Planning

Discussion and Action Items

Consent Agenda

Motion to approve the Consent Agenda Passed with a motion by Mrs. Karen Borg and a second by Mr. Ben Donner.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Minutes of the previous meeting

Financial Reports

Discuss and take appropriate action to approve Ms. Bethany Malmkar as Assistant Girls Volleyball Coach for 2016-17/

Move to approve Ms. Bethany Malmkar as the 2016-17 Assistant Girls Volleyball coach Passed with a motion by Bree Brown and a second by Julie Rose.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action to approve Mr. Forrest Jones as the 2016-17 Assistant Wrestling Coach.

Move to approve Mr. Forrest Jones as the 2016-17 Assistant Wrestling Coach. Passed with a motion by Bree Brown and a second by Mr. Ben Donner.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action to purchase wrestling singlets.

Move to purchase wrestling singlets from Cliff Keen Athletic for a cost of \$2,600. Passed with a motion by Mr. Ben Donner and a second by Julie Rose.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action to approve board review and revision of policies 5036 - 5066.

Move to approve policy review and revisions of 5036 - 5066 Passed with a motion by Mr. Ben Donner and a second by Mrs. Karen Borg.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on E-rate Category Two funding of infrastructure projects.

Move to approve the E-rate Category Two Funding of technology infrastructure projects totaling \$55,183 pending approval of E-rate funding. Passed with a motion by Mrs. Karen Borg and a second by Mr. Ben Donner.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action to purchase computers for the Industrial technology laboratory, library computers and school nutrition point of sale unit.

Move to approve purchase of computers for industrial technology, the library and nutrition from Precision Data at a cost of \$28,561. Passed with a motion by Mark Victor and a second by Bree Brown.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate changes to the school calendar for snow days.

Move to approve recommended changes to the school calendar for snow day make-up Passed with a motion by Mr. Ben Donner and a second by Julie Rose.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on the TeamMates mentoring program.

Move to approve the TeamMates Mentoring program Passed with a motion by Bree Brown and a second by Mr. Ben Donner.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on administrator salaries.

Move to approve administrator salaries and contracts as recommended by the board for the upcoming 2016-17 school year
Passed with a motion by Julie Rose and a second by Bree Brown.

Tim Bebee: Yea

Mrs. Karen
Borg: Yea

Bree Brown: Yea

Mr. Ben
Donner: Yea

Julie Rose: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss components of the Superintendent's evaluation

Upcoming Dates and Times

Set the date and time for the next regular meeting

Set date and time for a policy committee meeting

Set date and time for Personnel & Public Relations meeting

Set date and time for Curriculum, Americanism & Technology meeting.

Adjournment

Board of Education Meeting
Elementary Principal's Report
April 2016

Goal 1: Wakefield Community School will provide educational opportunities that meet the individual needs of students and staff (Curriculum/Americanism/Technology).

- Students in grades 3-6 have started the Nebraska State Assessment (NeSA) in various categories. All students will take the reading and writing components and fifth graders will take science. In addition, there is an additional day of testing for 5th and 6th graders for the pilot of the new English Language Arts assessment. Results will be made available once they are released from the state.
- The Battle of the Books was recently held at school. There were two final rounds which were very close.

Goal 3: Wakefield Community School will support and encourage communication with staff, parents, patrons and students (Public and Personnel Relations).

- Pre-school Enrollment will be held on April 18th from in the multi-purpose room. All students who reach the age of 3 by July 31st are eligible to attend. Wakefield Elementary School will offer a 3-year-old program and a 4-year-old program. Three-year-old students will be allowed to attend ½ time either in the morning or the afternoon session. Four-year-old students will be eligible to attend full time. Enrollment packets were recently mailed to eligible parents.
- Kindergarten Enrollment Night will be held on April 18th. We have changed how this will look for many of our families. Parents of eligible kindergarten students were recently mailed a packet of information to complete prior to enrollment night. During this time, school staff will address various topics with parents. For parents of students who have not attended our program, feel free to contact the school to set up a short visit time to meet the kindergarten teachers and to tour the school.
- Kindergarten teachers recently administered the Woodcock Munoz to eligible preschool students. This will be used to determine ELL eligibility.

**Wakefield Community School
Board of Education
High School Principal Report
April 2016**

Goal #1: Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21st Century learning for all students.

- Students in grades 7, 8, and 11 are taking NeSA tests in Reading and Math, and grades 8 and 11 in Science. Testing began for our students on March 21, and will continue through the first week of May.
- Heartland Counseling is helping us organize a panel discussion, in conjunction with our Drug Education sessions and our new Random Drug Testing policy. Allie's suggestion is for the panel to include Tom Decker, Dixon and Wayne Co. attorneys, Poison Control, Probation officers, and school administration. Allie will open the meeting by talking about her interactions with our students and the purposes of the panel discussion.
- MAP tests in Reading and Math are completed, and we are finishing with make-up tests in Science and Lang. Usage. Soon, I will be sharing results with staff.

Goal #3: Wakefield Community School will facilitate communication with staff, parents, patrons and students.

- Orientation for 6th graders and 8th graders (and parents) will be April 12. 8th graders will meet at 6:00, and 6th graders at 7:00, in the lunchroom. Mrs. Angie Borg, Mrs. Harding, and I will present information.
- Honors Assembly for grades 7-12 will be on May 4 at 1:30. NHS members will be in charge of the assembly and will provide a reception also.

Miscellaneous

- The Speech Team sent 5 students to State Speech, in 4 different categories. The OID team was Payton Rusk, Katelyn Pommer, Tiffany Saquique, and Isabella Silva-Goos. Rusk and Emma Pommer also qualified in duet acting, as did Saquique and Silva-Goos. Emma Pommer also qualified in Serious Prose.
- The following students won golf medals at FCCLA SLC for their STAR presentations: Savannah Nelson, Fryda Marquez, and Tanna Pretzer, for Life Event Planning; Heidi Borg for Illustrated Talk. Fryda also received a 3rd place Chapter Developer Award. The Wakefield Chapter received a Gold Chapter Award.
- The 9-12 pre-contest concert is April 18. The District Music Contest is April 22.
- The Athletic Banquet is May 3. The elementary spring concert is May 10.
- 11 junior high students attended the Nebraska Junior Science Academy Regional Science Fair at Wayne State College.

2016 Member Ballot

Northeast District

President-Elect

Vote for one only

- Jon Cerny, Superintendent, Bancroft-Rosalie Community Schools
- Julie Otero, Superintendent, Centura Public Schools
- Write in

Secretary

Vote for one only

- Jane Davis, Superintendent, Hershey Public Schools
- Ginger Meyer, Superintendent, Scribner-Snyder Community Schools
- Harlan Ptomey, Superintendent, Cedar Bluffs Public Schools
- Write in

District Representative

Vote for one only

- Jason Dolliver, Superintendent, Pender Public Schools
- Write in

By-Law and Dues Changes

Vote yes or no

General Members Meetings

- Yes, the NRCSA By-Laws shall be amended to require only one General Members' meeting per year (held during Spring Conference)
- No, the NRCSA By-Laws shall continue to require two General Members' meetings per year (held at the NASB/NASA State Conference & Spring Conference)

Dues Change

- Yes, annual NRCSA membership dues shall be raised to \$850.00 per district per year
- No, annual NRCSA membership dues shall remain at \$700.00 per district per year

Superintendent's Report

April 10, 2016

- 1. Goal #1:** Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21st Century learning for all students. (Curriculum, Americanism & Technology)
 - a.** The state AQuESTT Conference is scheduled for Monday and Tuesday, April 18-19, 2016 in Kearney. Mr. Heitz and I are planning to attend and listen to the plans for changes to the AQuESTT scoring of the new "State of the Schools Report." Additionally the conference will have additional information on the state's new teacher and principal evaluation requirements. New NeSA testing information will be further explained. Commissioner Blomstedt announced this past week that the NeSA Writing Assessment will not be given next year as the writing components will now be imbedded in the English Language Arts assessments.

- 2. Goal #2:** Wakefield Community School will make an efficient use of all resources. (Business & Finance)
 - a.** Beginning May 1st we will use a new school nutrition program from Harris Solutions. Our current program from Harris is no longer supported and when issues arise they will no longer be able to provide support. The new program will provide touchscreen pictures of students allowing the secretaries to simply touch their picture to approve their daily lunch purchase. This will require a computer with touchscreen technology which will be ordered later this evening. We are starting the program in May to allow the staff to work out programming issues that may arise before using it this fall.
 - b.** Completing the Month of March, Wakefield Community Schools is 7.8% under budget for the year.
 - c.** NRCSA is asking the board to vote on candidates for President-Elect, Secretary, Northeast District Representative and two bylaw changes. I have attached a copy of the ballot on the e-meeting website under the Superintendent's report for your review. Ballot are due to NRCSA by May 1st.

- 3. Goal #3:** Wakefield Community School will facilitate communication with staff, parents, patrons, and students (Public and Personnel Relations)
 - a.** Last week I sent out an email to the board, teachers and staff regarding an evening meal and celebration of our AdvancED accreditation on April 29, 2016. Over the last five years our schools and staff have made considerable changes and improvements

to our school facilities, learning environment and school climate. I recognize that we are never finished with the process, however it is time to celebrate our accomplishments as a team.

We are planning a catered meal at the Wakefield American Legion for our staff and their spouses at 7:00 pm. I am asking the board to make sure you let Becky or myself know by April 20th, if you are attending so we can get an accurate meal count. We are planning on a short time of celebratory comments and I am asking a board member or two to make a few comments. This activities addresses a board goal to celebrate district accomplishments. Please reserve Friday, April 29, 2016 for a district celebration at the American Legion in honor of our efforts to improve the learning of all our students and accreditation of our schools.

4. Miscellaneous

- a. The Nebraska Department of Education has approved the lowering of the Graduation Equivalency Diploma total score from 150 to 145 points. According to President Rachael Wise this to better reflect the GED to what Nebraska high school graduates complete in high school.

WAKEFIELD COMMUNITY SCHOOL
BOARD MINUTES
March 14, 2016

The Board of Education Regular Meeting convened in open and public session on March 14, 2016 at 7:00 PM in the Boardroom at the Wakefield Community Schools, 802 Highland Street, Wakefield, NE.

President Bebee informed the group of the Open Meetings Act posted in the boardroom and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

Attendance Taken at 7:05 PM:

Present Board Members: Tim Bebee, Karen Borg, Bree Brown, Ben Donner, Julie Rose, and Mark Victor

Also in attendance: Superintendent Bejot, Elementary Principal Wulf, Secondary Principal Heitz, Jennifer Bruckner and recording secretary Gothier.

Approval of Agenda

Motion Passed: To approve the agenda passed with a motion by Donner and a second by Victor.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Awards and Special Recognition

Three students received NSAA Academic All-State recognition for winter activities: Savannah Nelson and Megan Borg were chosen for Basketball and Avery Zamzow for Speech. Two students received Conference recognition for basketball: Solomon Peitz was chosen 1st team in the East Division, and Savannah Nelson received honorable mention.

Recognition of Visitors/Communication from the Public

Jennifer Bruckner presented to the board her desire to see the district start a cheerleading program at Wakefield Community High School.

Reports

Elementary Principal Report

Students participated in our annual "One Book, One School" initiative. The book that was selected this year was Shel Silverstein's *Where the Sidewalk Ends*. Students participated in various activities during the school day as well as at home with their parents. Students in collaboration with The Little Red Hen Theater also presented a One Act play of the story. We had our family literacy night with approximately 200 students, teachers and parents attend. This activity fulfilled our Title requirements.

Mrs. Metzler and Mrs. Klein have worked to establish our Battle of the Books contest. This year's program will also include students in grades K-3. Students will "battle" in the library during their library time and then have a championship round in the main gymnasium later in March.

Parent-Teacher conferences were held in February. Conference attendance was 97%. Teachers are encouraged to meet with parents who missed their scheduled meeting.

Secondary Principal Report

The School Improvement External Visitation begins on March 21. The team will be in the school all day on March 22 and 23, with an exit presentation scheduled for 2:30 on March 23. We will dismiss students at 2:00 that day. Amy Topp from the UNL Extension Office will come visit with the juniors and seniors about Study Skills and Time Management Skills. Pre-registration is complete. Enrollment projections for 2016-17 is 186 students in grades 7-12. Our annual orientation meetings for students and parents of incoming 7th graders and incoming 9th graders will take place on April 12.

Superintendent Report

Randy McIntyre from the state department conducted a Title 1 On-site Review of our programs. Mr. Wulf, Mr. Heitz and I answered a series of questions and provided evidence supporting compliance with Title 1 Federal Regulations. Two areas of noted improvement is placing in the handbook a "Notification of Staff Qualifications" informing parents of instructors and para-educators teaching in areas that they are not "highly qualified." The second area of improvement is to incorporate a building level Title 1 Parental Involvement Policy.

Teammates Mentoring Program is being looked at as a possible community engagement effort to help students at Wakefield Community School. A meeting is being set to have representatives present to a school and community group interested in developing the program.

Ken Navratil completed our Rule 10 Annual Safety Review in February. There were no major safety violations found during the review. Safety committee is to be commended for their work.

Board Committee Reports

Board Policy

Policy Committee met and reviewed board policies 5000-5035 and will have recommendation for the board.

Building, Sites & Transportation

Committee met to review bids on the Announcer's Booth construction project. A recommendation will be made to the board.

Discussion and Action Items

Consent Agenda

Motion Passed: To approve the Consent Agenda passed with a motion by Borg and a second by Brown.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Bills were approved as follow: General: \$236,431.40; Lunch: \$15,905.16; Employee Benefit: \$223.20, Bond: \$0.00, Payroll: \$189,147.53.

Discuss and take appropriate action to approve recommendations and review of policy 5001 - 5035.

The committee proposed changes to the following policies 5002.2, 5010 and 5011.

Motion Passed: To approve policy 5001 - 5035 reviews and recommendations passed with a motion by Borg and a second by Rose.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Discuss and take appropriate action on summer driver education fees for 2016 .

Summer drivers education fees have remained unchanged for three years or more. Students taking drivers education from Mr. Metzler take the book portion of the course during the evenings in April and May. Once the classroom portion of the course is completed each student must successfully complete 5 hours driving a vehicle, which occurs in the summer. Changes in licensing requirements from the state has reduced the number of student taking the class. We estimate 25 students this year will take driver education.

Motion Passed: To set the 2016 summer drivers education fees at \$225 for resident students and \$270 for non-resident students passed with a motion by Brown and a second by Donner.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Discuss and take appropriate action on football field announcer's booth bids.

Motion Passed: To accept the bid of Cory Brown Construction for the construction of the Announcer's Booth with the discussed adjustments passed with a motion by Donner and a second by Victor.

Yes: Bebee, Borg, Donner, Rose, Victor

Abstain: Brown

No: None

Discuss and take appropriate action on the 2016-2017 Negotiated Agreement.

Personnel and Public Relations Committee has reached a tentative Negotiated Agreement with the Wakefield Education Association for the 2016 - 2017 contract year. The settlement includes a \$1,000 raise in the base salary which will be \$34,325. Health and Dental insurance. The package total is \$124,418 increase and is a 3.866% increase over last year. The agreement includes limiting horizontal movement on the salary schedule to one step beginning in 2017-2018. The contract also includes a \$1,500 moving expense allowance for the hiring of new teachers.

Motion Passed: To approve the 2016-17 Negotiated Agreement with the Wakefield Education Association passed with a motion by Donner and a second by Rose.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Discuss and take appropriate action to approve an early graduation plan.

Superintendent Bejot requested the board enter into executive session to protect the reputation of an individual at 8:55pm.

Motion Passed: To enter into executive session to protect of student passed with a motion by Victor and a second by Borg.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Borg motioned to move out of executive session. Second by Rose. 9:07 p.m.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Motion Passed: To approve discussed student's early graduation plan passed with a motion by Borg and a second by Rose.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Discuss AdvancEd on-site accreditation including board of education involvement.

Board received information concerning the upcoming on-site AdvancED accreditation visit on March 21-23, 2016. A schedule of activities was reviewed along with answering numerous questions from board members.

Discuss administrator salaries for 2016-17.

Brown requested the board enter into executive session to discuss the administrator salaries at 9:45 p.m. and was seconded by Borg.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Borg moved to come out of executive session at 11:52 p.m., which was seconded by Donner.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Upcoming Dates and Times

The Policy Committee will plan to meet March 29 at 4:30pm. The next regular board meeting will be Monday, April 11, 2016 at 7:00pm

Adjournment

Motion Passed: To adjourn the meeting at 11:53 p.m. passed with a motion by Donner and a second by Rose.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Bree Brown, Secretary

Becky Gothier, Recording Secretary

Check Register

Direct

Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00047196	04/08/2016	AMERITAS		Ameritas Life Ins Corp	
2VISR.377	04/14/2016		04/14/2016	Apr 2016 Payroll	501.28
Check Total					501.28

00047197	04/08/2016	APPEARA		Appearra	
0104524	03/03/2016		04/07/2016	BB Uniforms & Towels	27.76
0104528	03/03/2016		04/07/2016	Uniforms, Mops & Towels	62.67
0104530	03/03/2016		04/07/2016	ITE Shop Towels & Mops	30.26
0106255	03/10/2016		04/07/2016	BB Uniforms & Towels	36.70
0106258	03/10/2016		04/07/2016	Uniforms, Towels & Mops	62.67
0107996	03/17/2016		04/07/2016	BB Uniforms & Towels	27.76
0108000	03/17/2016		04/07/2016	Uniforms, Towels & Mops	62.67
0109817	03/24/2016		04/07/2016	BB Uniforms & Towels	27.76
0109820	03/24/2016		04/07/2016	Uniforms, Towels & Mops	62.67
0111572	03/31/2016		04/07/2016	BB Uniforms & Towels	27.76
0111576	03/31/2016		04/07/2016	Uniforms, Towels & Mops	62.67
0111578	03/31/2016		04/07/2016	ITE Shop Towels & Mops	24.73
Check Total					516.08

00047199	04/08/2016	APPLECOM		Apple, Inc.	
4378152680	03/10/2016		04/07/2016	MacBook	1,699.00
4378190197	03/10/2016		04/07/2016	USB Cables	760.00
Check Total					2,459.00

00047200	04/08/2016	ASHFALLS		ASHFALLS Fossil Beds	
May 2016	04/08/2016		04/08/2016	2nd Grade Field Trip	120.00
Check Total					120.00

00047201	04/08/2016	AWARDSUN		Awards Unlimited, Inc.	
404385	03/10/2016		04/07/2016	LC Master Plaque	188.14
Check Total					188.14

00047202	04/08/2016	BARNHILL		Barnhill Piano Service	
Feb 2016	02/29/2016		04/07/2016	Piano Tuning	85.00
Check Total					85.00

00047203	04/08/2016	BEJOTM		Mark Bejot	
Mar 2016	03/18/2016		04/07/2016	AdvancedEd Supplies	43.78
Check Total					43.78

00047204	04/08/2016	BLUECROS		Blue Cross and Blue Shield of NE	
2BCBD.377	04/14/2016		04/14/2016	Apr 2016 Payroll	590.32
2BCDENR.377	04/14/2016		04/14/2016	Apr 2016 Payroll	1,115.19
3BCBS.377	04/14/2016		04/14/2016	Apr 2016 Payroll	53,587.44
3DENT.377	04/14/2016		04/14/2016	Apr 2016 Payroll	1,344.97

Check Register

Direct

Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name Description	Amount
	Apr 2016	04/07/2016		B Hoffman Hlth Ins	871.29
	Mar 2016	03/01/2016		L Schroeder Hlth Ins	1,180.10
				Check Total	58,689.31
00047205		04/08/2016	CAROLINA	Carolina Biological Supply Co	
	49436570 RI	03/22/2016		Elodea Densa	19.20
				Check Total	19.20
00047206		04/08/2016	CENTLINK	Century Link	
	402 287-2012-Mar	03/04/2016		Phone Service	298.29
	402 287-2943 Mar	03/04/2016		Phone Service	61.57
				Check Total	359.86
00047207		04/08/2016	CENTVALL	Central Valley Ag, Cooperative, Nonstock	
	149843	03/23/2016		Fertilizer & Weed Spray	223.25
				Check Total	223.25
00047208		04/08/2016	CITYWAKE	City of Wakefield	
	Mar 2016-1	03/21/2016		Mar BB Utilitites	184.42
	Mar 2016-2	03/21/2016		Mar Utilities	5,212.51
	Mar 2016-3	03/21/2016		Mar PF Utilitites	41.56
				Check Total	5,438.49
00047209		04/08/2016	CLASSPOR	Classic Sportswear and Awards	
	60482	03/02/2016		Metal Inserts	287.55
	60535	03/31/2016		Chenille W Letters	287.06
				Check Total	574.61
00047210		04/08/2016	CONTENRG	Continuum Retail Energy Services, LLC	
	150-1602-7455-1	04/01/2016		Feb BB Utilities 3673/335	287.15
	150-1602-7455-2	04/01/2016		Feb Utilitites 1967/1425	1,110.29
	150-1602-7455-3	04/01/2016		Feb Utilitites	3,290.66
				Check Total	4,688.10
00047211		04/08/2016	CUBBY'S	Cubby's Inc.	
	11101388533	01/28/2016		COF Supplies	10.61
	11101520903	02/10/2016		COF Supplies - DJ Acct	29.45
	11101714704	02/29/2016		Fuel	11.50
	11101724919	03/01/2016		Bus Diesel	76.82
	11101745286	03/03/2016		Bus Diesel	72.58
	11101745294	03/03/2016		Bus Diesel	86.24
	11101765607	03/05/2016		Bus Diesel	82.42
	11101785829	03/07/2016		Fuel	23.92
	11101816541	03/10/2016		Bus Diesel	73.89
	11101857347	03/14/2016		Bus Diesel	78.80
	11101857487	03/15/2016		Bus Diesel	67.53
	11101867742	03/15/2016		Bus Diesel	86.76
	11101888144	03/17/2016		Fuel	8.28

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	11101898416	03/18/2016		Bus Diesel	71.19
	11101918727	03/20/2016		Fuel	35.74
	11101918735	03/20/2016		Fuel	28.24
	11101928908	03/21/2016		Bus Diesel	75.03
	11101939020	03/22/2016		Bob Cat Fuel	19.51
	11101939129	03/22/2016		Bus Diesel	80.77
	11101949235	03/23/2016		Bus Diesel	78.31
	11102010649	03/30/2016		Bus Diesel	75.39
				Check Total	1,172.98
00047213		04/08/2016	DAVESGLA	Dave's Glass	
	17165	03/29/2016		04/07/2016 Bus Window Repair	403.46
				Check Total	403.46
00047214		04/08/2016	DOLLGEN	Dollar General	
	1000497585	03/03/2016		04/08/2016 Elem Back Pack Program	42.79
	1000501271	03/16/2016		04/08/2016 Supplies	2.65
	1000505056	03/29/2016		04/08/2016 Autism Week Supplies	19.50
				Check Total	64.94
00047215		04/08/2016	EGANSUPP	Egan Supply Co.	
	244136	03/10/2016		04/07/2016 Nano Edge Mini Orbital	718.57
	244994	03/29/2016		04/07/2016 Supplies	904.90
				Check Total	1,623.47
00047216		04/08/2016	EKBERGAU	Ekberg Auto Parts, Inc.	
	354285	03/04/2016		04/07/2016 BB Supplies	42.87
	354346	03/05/2016		04/07/2016 BB Supplies	9.69
	354766	03/14/2016		04/07/2016 BB Filters & Fluids	348.61
	354865	03/16/2016		04/07/2016 BB Bulb	31.99
	354980	03/18/2016		04/07/2016 BB Supplies	45.31
	355579	03/31/2016		04/07/2016 Hydraulic Filter	-69.32
				Check Total	409.15
00047217		04/08/2016	ESU1	ESU #1	
	MED 2833	03/29/2016		04/07/2016 Laminating	16.66
	R106999	03/18/2016		04/07/2016 Writing Workshop	160.00
	SP 4781	03/20/2016		04/07/2016 Third Quarter Billing	94,772.69
				Check Total	94,949.35
00047218		04/08/2016	FAREPHYS	Faith Regional Physician Services, LLC	
	Apr 2016	04/01/2016		04/08/2016 DV D&A Test	100.00
				Check Total	100.00
00047219		04/08/2016	GILLHAUL	Gill Hauling, Inc.	
	274562	04/01/2016		04/07/2016 Dumpster Service	357.50
	274842	03/31/2016		04/08/2016 Rolloff Fee	50.00

Check Register

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Dep. Invoice	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name PO Date	Description	Amount
					Check Total	407.50
	00047220	04/08/2016	GRAINGER		Grainger Inc.	
	9074086738	04/06/2016		04/08/2016	Ventilator Turbine	205.62
					Check Total	205.62
	00047221	04/08/2016	HARDRIV		Hard Drive Outlet	
	IN16869	03/24/2016		04/07/2016	Copier Lease	296.40
	IN16869-1	03/24/2016		04/07/2016	Copier Overage	298.90
					Check Total	595.30
	00047222	04/08/2016	HEARCOUN		Heartland Counseling Services Inc	
	26	03/31/2016		04/07/2016	PRIME for Life	920.00
					Check Total	920.00
	00047223	04/08/2016	HENRYDOR		Henry Doorly Zoo	
	May 2016	04/08/2016		04/08/2016	Field Trip	134.50
					Check Total	134.50
	00047224	04/08/2016	INLANDTR		Inland Truck Parts Co.	
	7-43866	03/22/2016		04/07/2016	Brake Pads	103.71
					Check Total	103.71
	00047225	04/08/2016	JAMFSOFT		JAMF Software	
	INV25845	03/23/2016		04/07/2016	Casper Suite for iOS AM	2,000.00
					Check Total	2,000.00
	00047226	04/08/2016	JOSTENSI		Josten's Inc.	
	2149	04/06/2016		04/08/2016	Honor Cords	71.55
					Check Total	71.55
	00047227	04/08/2016	JWPEPP		J.W. Pepper & Son, Inc	
	03475207	03/18/2016		04/07/2016	Music	47.94
					Check Total	47.94
	00047228	04/08/2016	KENSBAND		Ken's Band Instrument Repair	
	2016-000285	03/18/2016		04/07/2016	Trumpet Repair	70.00
					Check Total	70.00
	00047229	04/08/2016	KLEINELE		Klein Electric, Inc.	
	2084	03/14/2016		04/07/2016	Ceiling Fan Installation	176.45
					Check Total	176.45
	00047230	04/08/2016	KORNERMA		Korner Mart	
	10111	03/28/2016		04/08/2016	Fuel	41.16
	10148	03/28/2016		04/08/2016	Fuel	24.57
	10525	03/30/2016		04/08/2016	Fuel	19.05
	11398	04/04/2016		04/08/2016	Fuel	29.55

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	11579	04/05/2016		Fuel	19.22
	15598	03/03/2016		Fuel	30.72
	16705	03/09/2016		Fuel	58.83
	16708	03/09/2016		Fuel	30.00
	16715	03/09/2016		Fuel	24.53
	18404	03/18/2016		Fuel	25.44
	18524	03/18/2016		Fuel	33.84
Check Total					336.91
00047231	04/08/2016	LINWELD		Matheson Tri-Gas Inc	
50976637	03/31/2016		04/07/2016	ITE Gases	182.12
Check Total					182.12
00047232	04/08/2016	MADINATI		Madison National Life	
2SALP.377	04/14/2016		04/14/2016	Apr 2016 Payroll	1,298.39
2SUPP.377	04/14/2016		04/14/2016	Apr 2016 Payroll	23.50
3LIFE.377	04/14/2016		04/14/2016	Apr 2016 Payroll	672.75
Apr 2016	04/07/2016		04/07/2016	MK Life Ins	8.75
Apr 2016-1	04/07/2016		04/07/2016	MM Life Ins	7.00
Check Total					2,010.39
00047233	04/08/2016	MARCINC		Marco, Inc	
18531757	03/30/2016		04/07/2016	Copier Lease/Prop Tax	1,957.75
Check Total					1,957.75
00047234	04/08/2016	MENGOV		Menards-Norfolk	
86633	03/06/2016		04/07/2016	ITE Supplies	69.42
Check Total					69.42
00047235	04/08/2016	MGTRUS		MG Trust Company	
2403B.377	04/14/2016		04/14/2016	Apr 2016 Payroll	950.00
2403BROTH.377	04/14/2016		04/14/2016	Apr 2016 Payroll	1,620.00
Check Total					2,570.00
00047236	04/08/2016	MILLBLDG		Miller Building Supply	
121899	03/01/2016		04/08/2016	Supplies	13.50
121954	03/02/2016		04/07/2016	ITE Supplies	23.70
121955	03/02/2016		04/07/2016	ITE Lumber	30.00
122009	03/04/2016		04/07/2016	Supplies	36.20
122250	03/11/2016		04/07/2016	Drain Hose	8.15
122654	03/22/2016		04/07/2016	Grass Seed	33.64
122802	03/28/2016		04/07/2016	BB Supplies	33.18
122955	03/31/2016		04/07/2016	ITE Supplies	38.00
Check Total					216.37
00047237	04/08/2016	NEBRASK3		IA/NE State Bank	
2FICA.377	04/14/2016		04/14/2016	Apr 2016 Payroll	16,773.23
2FICM.377	04/14/2016		04/14/2016	Apr 2016 Payroll	3,922.79

Check Register

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	2USIT.377	04/14/2016		Apr 2016 Payroll	23,878.25
	3FICA.377	04/14/2016		Apr 2016 Payroll	16,773.23
	3FICM.377	04/14/2016		Apr 2016 Payroll	3,922.79
				Check Total	65,270.29
00047238		04/08/2016	NEBRASK4	Nebraska Dept Of Revenue	
	2NEIT.377	04/14/2016		Apr 2016 Payroll	8,751.71
				Check Total	8,751.71
00047239		04/08/2016	NEBRASK5	Nebraska Retirement System	
	2NTRT.377	04/14/2016		Apr 2016 Payroll	25,190.48
	3NTRT.377	04/14/2016		Apr 2016 Payroll	25,442.41
				Check Total	50,632.89
00047240		04/08/2016	NEBRLINK	Nebraska Link	
	Apr 2016	04/08/2016	neb	Internet Service	9,927.75
				Check Total	9,927.75
00047241		04/08/2016	NECHISUP	Nebraska Child Support Payment Center	
	2CHSUP.377	04/14/2016		Apr 2016 Payroll	935.00
				Check Total	935.00
00047242		04/08/2016	NEHARVE	Nebraska Harvestore Systems	
	130447	02/01/2016		Bobcat Supplies	356.77
				Check Total	356.77
00047243		04/08/2016	NRCSA	NRCSA	
	2016 Spring Conf	03/21/2016		NRCSA Spring Conf Reg - MB	190.00
				Check Total	190.00
00047244		04/08/2016	ORKIN	Orkin Exterminating Inc	
	Apr 2016	04/07/2016		Pest Control	112.96
				Check Total	112.96
00047245		04/08/2016	PACNSAVE	Pac N Save, Inc.	
	2352	03/08/2016		FSC Supplies	73.05
	2450	03/09/2016		FSC Supplies	17.18
	2537	03/02/2016		FSC Supplies	80.55
	2996	03/16/2016		FSC Supplies	24.31
	9251	03/17/2016		FSC Supplies	54.41
				Check Total	249.50
00047246		04/08/2016	PERSONAL	Personnel Concepts	
	9330366157	03/07/2016		Workplace Posters	299.80
				Check Total	299.80
00047247		04/08/2016	PRETLISA	Lisa Pretzer	
	Apr 2016	04/01/2016		Prom Decoration Reimb	40.91

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Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
				Check Total	40.91
00047248	04/08/2016	QUALPLUM		Quality Plumbing Co	
20522	03/23/2016		04/07/2016	Faucet	106.00
				Check Total	106.00
00047249	04/08/2016	RASMMECH		Rasmussen Mechanical Service, Inc.	
INV012300	03/16/2016		04/07/2016	Motor	625.04
SRV037531	03/25/2016		04/07/2016	Mini Split Repair	305.50
				Check Total	930.54
00047250	04/08/2016	RONHANNE		Anne Ronhovde	
Apr 2016	04/07/2016		04/07/2016	COF Supplies - AR Acct	15.02
				Check Total	15.02
00047251	04/08/2016	SHTAXSER		S & H Tax Service	
2CHCR.377	04/14/2016		04/14/2016	Apr 2016 Payroll	1,526.84
2MEDR.377	04/14/2016		04/14/2016	Apr 2016 Payroll	3,540.84
				Check Total	5,067.68
00047252	04/08/2016	SIDELINES		SIDELINES Bar & Grille	
3187	03/30/2016		04/07/2016	AdvancedEd Meal	83.21
				Check Total	83.21
00047253	04/08/2016	STAPLES		Staples Credit Plan	
9736332860	03/09/2016		04/08/2016	Command Strips	82.44
9736589194	03/15/2016		04/08/2016	Clasp Envelopes	53.77
				Check Total	136.21
00047254	04/08/2016	VELS		Vel's Bakery	
Apr 2016	03/21/2016		04/08/2016	Advanced Ed Meal	240.00
				Check Total	240.00
00047255	04/08/2016	VISA		VISA	
Apr 2016	02/23/2016		04/08/2016	DMV Records	3.00
Apr 2016-10	03/11/2016		04/08/2016	Scholastic - Ice Cream King	245.85
Apr 2016-11	03/11/2016		04/08/2016	NETA Conf Reg - VS	139.00
Apr 2016-12	03/12/2016		04/08/2016	COF Activity - BK - DJ Acct	91.76
Apr 2016-13	03/14/2016		04/08/2016	NETA Conf Reg - MR	139.00
Apr 2016-14	03/15/2016		04/08/2016	Best Western- District Speech	432.00
Apr 2016-15	03/16/2016		04/08/2016	Sapp Bros	31.01
Apr 2016-16	03/16/2016		04/08/2016	Sapp Bros	35.21
Apr 2016-17	03/19/2016		04/08/2016	Casey's	30.00
Apr 2016-18	02/27/2016		04/08/2016	Wakefield Bowl - COF - JD Acct	156.50
Apr 2016-19	02/21/2016		04/08/2016	Family Fun Night Prizes	327.28
Apr 2016-2	02/23/2016		04/08/2016	NETA Conf - DJ	139.00
Apr 2016-20	03/18/2016		04/08/2016	Comfort Inn - MB	191.90
Apr 2016-21	03/18/2016		04/08/2016	Advanced Ed Supplies	46.23

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Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount	
Invoice	Invoice Date	PO Number	PO Date	Description		
	Apr 2016-22	03/22/2016		04/08/2016	Geno's - Advanced Ed	125.54
	Apr 2016-3	02/23/2016		04/08/2016	NETA Conf Reg - JW	139.00
	Apr 2016-4	02/24/2016		04/08/2016	Chase Hotel - LH	99.00
	Apr 2016-5	02/25/2016		04/08/2016	Amazon - USB Converter	25.10
	Apr 2016-6	02/29/2016		04/08/2016	Laminating Refills - Amazon	103.86
	Apr 2016-7	03/04/2016		04/08/2016	I9 Webinar	99.00
	Apr 2016-8	03/11/2016		04/08/2016	COF Movie Activitiy - DJ Acct	132.21
	Apr 2016-9	03/11/2016		04/08/2016	COF Movie Activity - DJ Acct	123.59
					Check Total	2,855.04
00047257		04/08/2016	WAKEREP3	The Wakefield Republican		
	15829	03/10/2016		04/08/2016	Mtg Notice/Coaching Ad	46.29
	15894	03/17/2016		04/08/2016	Coaching Ad	38.00
	16117	03/24/2016		04/08/2016	Meeting Proceedings	135.17
	16262	03/31/2016		04/08/2016	Envelopes, Advertising	670.00
					Check Total	889.46
00047258		04/08/2016	WALMART2	Walmart Community		
	Feb 2016	02/23/2016		04/08/2016	Family Fun Night Supplies	59.14
					Check Total	59.14
00047259		04/08/2016	WANATLINS	Washington National Insurance Co		
	2CAND.377	04/14/2016		04/14/2016	Apr 2016 Payroll	107.70
					Check Total	107.70
00047260		04/08/2016	WASHPAV	Washington Pavilion		
	Apr 2016	04/08/2016		04/08/2016	5th Grade Field Trip	146.50
					Check Total	146.50
00047261		04/08/2016	WAYNEHER	Wayne Herald		
	Mar 2016	03/31/2016		04/07/2016	Coaching Ads	138.00
					Check Total	138.00
00047262		04/08/2016	WCS-GEN	WCS-General Fund		
	2LCU.377	04/14/2016		04/14/2016	Apr 2016 Payroll	60.00
	2SUMINR.377	04/14/2016		04/14/2016	Apr 2016 Payroll	388.21
	2SUMINS.377	04/14/2016		04/14/2016	Apr 2016 Payroll	393.37
	2SUMRDV.377	04/14/2016		04/14/2016	Apr 2016 Payroll	25.82
					Check Total	867.40
00047263		04/08/2016	WCSINTER	Wakefield School-Interim		
	4382	03/14/2016		04/08/2016	Group Registration - WSC	350.00
	4385	03/23/2016		04/08/2016	K Fox Advanced Ed Mileage	267.84
	4386	03/23/2016		04/08/2016	J McQuistan Advanced Ed Mileag	237.60
	4387	03/23/2016		04/08/2016	J Otero Advanced Ed Mileage	192.24
	4388	03/23/2016		04/08/2016	D Cunningham Advanced Ed Milea	38.88
	4389	03/31/2016		04/08/2016	NE Spring Sprints	63.00
	4390	03/31/2016		04/08/2016	Science Fair	60.00

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Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name		Amount
	Invoice	Invoice Date	PO Number	PO Date	Description	
					Check Total	1,209.56
00047264		04/08/2016	WIGMAN		Wigman Company	
	248425	03/29/2016		04/07/2016	Sloan Repair Kit	194.28
	248482	03/30/2016		04/07/2016	Gasket Kit	31.70
					Check Total	225.98
					1 - GENERAL FUND Totals:	334,550.00

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

2 - LUNCH FUND

Bank Account :B - Iowa-Nebraska State Bank

00004053	04/08/2016	AMERITAS		Ameritas Life Ins Corp	
2VISR.377	04/14/2016		04/14/2016	Apr 2016 Payroll	36.48
Check Total					36.48

00004054	04/08/2016	APPEARA		Appearra	
0104529	03/03/2016		04/07/2016	Aprons, Mops & Towels	30.49
0106259	03/10/2016		04/07/2016	Aprons, Mops & Towels	33.24
0108001	03/17/2016		04/07/2016	Aprons, Mops & Towels	30.49
0109821	03/24/2016		04/07/2016	Aprons, Mops & Towels	32.45
0111577	03/31/2016		04/07/2016	Aprons, Mops & Towels	29.69
Check Total					156.36

00004055	04/08/2016	BLUECROS		Blue Cross and Blue Shield of NE	
3BCBS.377	04/14/2016		04/14/2016	Apr 2016 Payroll	1,073.30
3DENT.377	04/14/2016		04/14/2016	Apr 2016 Payroll	50.62
Check Total					1,123.92

00004056	04/08/2016	BRAUFOOD		Braunger Foods	
486896	03/02/2016		04/07/2016	Food	264.75
487626	03/09/2016		04/07/2016	Food	219.45
488467	03/16/2016		04/07/2016	Food	172.40
489306	03/23/2016		04/07/2016	Food	224.49
489986	03/30/2016		04/07/2016	Food	495.59
Check Total					1,376.68

00004057	04/08/2016	CONTENRG		Continuum Retail Energy Services, LLC	
150-1602-7455-4	04/01/2016		04/07/2016	Feb Utilities 5367/103	111.95
Check Total					111.95

00004058	04/08/2016	EARTHBAK		Earthgrains Baking Companies, Inc.	
54164409624	03/08/2016		04/07/2016	Bread	91.74
54164409756	03/18/2016		04/07/2016	Buns	229.60
54164409814	03/22/2016		04/07/2016	Buns & Bread	201.63
54164409908	03/29/2016		04/07/2016	Buns	114.80
Check Total					637.77

00004059	04/08/2016	GREEFRUI		Greenberg Fruit Co.	
553708	03/14/2016		04/07/2016	Fruits & Vegetables	749.83
Check Total					749.83

00004060	04/08/2016	HARRIS		Harris School Solutions	
MN00087702	04/01/2016		04/08/2016	Cafeteria Line	1,695.86
XT00115165	03/31/2016		04/08/2016	eTrition Setup & Config	600.00
Check Total					2,295.86

00004061	04/08/2016	HILADAIR		Hiland Dairy	
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Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	435373	03/01/2016		Milk & Juice	399.95
	435465	03/08/2016		Milk & Juice	399.95
	435506	03/11/2016		Milk & Juice	269.55
	435550	03/15/2016		Milk & Juice	242.11
	435595	03/18/2016		Milk & Juice	257.43
	435644	03/22/2016		Milk & Juice	380.86
	435722	03/29/2016		Milk & Juice	190.77
Check Total					2,140.62
00004062		04/08/2016	LAZYACRE	Lazy Acres Decor	
	4262	03/17/2016		Bread Mix	22.40
Check Total					22.40
00004063		04/08/2016	MADINATI	Madison National Life	
	2SALP.377	04/14/2016		Apr 2016 Payroll	11.67
	2SUPP.377	04/14/2016		Apr 2016 Payroll	4.20
	3LIFE.377	04/14/2016		Apr 2016 Payroll	29.25
Check Total					45.12
00004064		04/08/2016	MAJOREFRI	Major Refrigeration Co.	
	IB06875	03/25/2016		Milk Machine Repair	237.50
	IB06896	03/29/2016		Milk Machine Repair	675.00
	IB06971	03/31/2016		Repair	207.30
Check Total					1,119.80
00004065		04/08/2016	MGTRUS	MG Trust Company	
	2403B.377	04/14/2016		Apr 2016 Payroll	100.00
Check Total					100.00
00004066		04/08/2016	NEBRASK3	IA/NE State Bank	
	2FICA.377	04/14/2016		Apr 2016 Payroll	408.09
	2FICM.377	04/14/2016		Apr 2016 Payroll	95.44
	2USIT.377	04/14/2016		Apr 2016 Payroll	580.36
	3FICA.377	04/14/2016		Apr 2016 Payroll	408.09
	3FICM.377	04/14/2016		Apr 2016 Payroll	95.44
Check Total					1,587.42
00004067		04/08/2016	NEBRASK4	Nebraska Dept Of Revenue	
	2NEIT.377	04/14/2016		Apr 2016 Payroll	160.39
Check Total					160.39
00004068		04/08/2016	NEBRASK5	Nebraska Retirement System	
	2NTRT.377	04/14/2016		Apr 2016 Payroll	624.28
	3NTRT.377	04/14/2016		Apr 2016 Payroll	630.52
Check Total					1,254.80
00004069		04/08/2016	NEBRCOM	Nebraska Food Distribution	
	15652	03/30/2016		Commodities	547.11

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name PO Date Description	Amount
				Check Total	547.11
00004070		04/08/2016	PACNSAVE	Pac N Save, Inc.	
	2959	03/16/2016		04/07/2016 Food	15.92
				Check Total	15.92
00004071		04/08/2016	PEGLSYSC	Sysco Lincoln	
	3000336PU	03/08/2016		04/07/2016 Return	-29.00
	603041109	03/04/2016		04/07/2016 Food & Supplies	1,894.67
	603100426	03/10/2016		04/08/2016 Return	-52.66
	603111099	03/11/2016		04/07/2016 Food & Supplies	1,407.33
	603181153	03/18/2016		04/07/2016 Food & Supplies	1,204.54
	603280857	03/28/2016		04/07/2016 Food & Supplies	1,212.35
	603311630	03/31/2016		04/07/2016 Return	311.90
				Check Total	5,949.13
00004072		04/08/2016	SHTAXSER	S & H Tax Service	
	2MEDR.377	04/14/2016		04/14/2016 Apr 2016 Payroll	83.34
				Check Total	83.34
00004073		04/08/2016	WCS-GEN	WCS-General Fund	
	2SUMINR.377	04/14/2016		04/14/2016 Apr 2016 Payroll	114.68
				Check Total	114.68
2 - LUNCH FUND Totals:					19,629.58

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
	Invoice	Invoice Date	PO Number	PO Date	Description

6 - EMPLOYEE BENEFIT FUND

Bank Account :F - Nebraska State Bank

00001399	04/08/2016	SHTAXSER		S & H Tax Service	223.20
Apr 2016	04/04/2016		04/07/2016	Apr Sect 125 Billing	

Check Total 223.20

6 - EMPLOYEE BENEFIT FUND Totals: 223.20

Total of Checks Printed: 354,402.78

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Deposits Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

DD	00001400	04/08/2016	HSACARSLA	Iowa-Nebraska State Bank	
	3HSACARSLA.37	04/14/2016		04/14/2016	Apr 2016 Payroll
	7				83.87

Check Total 83.87

1 - GENERAL FUND Totals: 83.87

Total of Deposits Printed: 83.87

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Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Deposit Emails

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

E	00001401	04/08/2016	HSA-CARRSH	State Nebraska Bank	236.48
	3HSASC.377	04/14/2016		04/14/2016 Apr 2016 Payroll	

Check Total 236.48

1 - GENERAL FUND Totals: 236.48

Total of Deposit Emails: 236.48

Report Total: 354,723.13

ALL Data

Cash Summary Report

Arranged by:
Fund ID

Date Range: 03/01/2016 thru 03/31/2016

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
1	GENERAL FUND							
	1,016,163.15	286,237.41	-419,945.49	0.00	882,455.07	0.00	-90.36	882,364.71
2	LUNCH FUND							
	90,973.15	23,170.53	-20,353.31	0.00	93,790.37	0.00	0.00	93,790.37
3	BOND FUND							
	19,427.95	738.43	0.00	0.00	20,166.38	0.00	0.00	20,166.38
4	COOPERATIVE FUND							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	DEPRECIATION FUND							
	475,260.88	80.73	0.00	0.00	475,341.61	0.00	0.00	475,341.61
6	EMPLOYEE BENEFIT FUND							
	15,820.88	1.34	-223.20	0.00	15,599.02	0.00	0.00	15,599.02
7	SPECIAL BUILDING FUND							
	516,540.87	527.33	0.00	0.00	517,068.20	0.00	0.00	517,068.20
8	QUALIFIED CAPITAL PURPOSE UNDE							
	65,558.43	4,165.72	0.00	0.00	69,724.15	0.00	0.00	69,724.15
9	Interim							
	4,624.09	644.20	-986.20	0.00	4,282.09	0.00	-736.56	3,545.53
Report Totals:	2,204,369.40	315,565.69	-441,508.20	0.00	2,078,426.89	0.00	-826.92	2,077,599.97

GENERAL FUND - #195103
TREASURER'S REPORT AS OF MARCH 31, 2016

BALANCE AS OF MARCH 1, 2016 **\$1,016,512.17**

REVENUE

WCS-General - Limited Computer Use	60.00	
Various Summer Insurance Premium Reimb.	528.71	
Hoffman Health Ins Reimb	918.13	
ITE Woods Project	170.00	
Laurel-Concord-Coleridge - SPED Reimb	1,800.00	
Lost iPad Charger	57.00	
NASB - Medicaid Reimb	4,809.74	
SON - Title I Reimb	37,193.00	
SON - SPED Reimb	55,022.64	
SON - State Aid	43,792.92	
Thurston County - Proceeds	11,829.29	
Dixon County - Proceeds	44,302.01	
Wayne County- Proceeds	87,325.68	
Bank - Interest	162.13	
TOTAL REVENUE		<u><u>\$287,971.25</u></u>

EXPENSES

March Payables	237,154.88	
March Payroll	184,873.47	
TOTAL EXPENDITURES		<u><u>\$422,028.35</u></u>

TOTAL **\$882,455.07**

GENERAL FUND AS OF MARCH 31, 2016 **\$882,455.07**

BUDGET REPORT
March 31, 2016

		Annual Budget	Monthly Expense	YTD	Budget Balance	Percent Remain
1100	General Ed	2,608,255.00	205,354.92	1,405,725.19	1,202,529.81	46.10%
1125	Flex Funding	40,706.00	3,954.29	29,090.87	11,615.13	28.53%
1150	LEP Plan	115,250.00	12,250.53	82,881.73	32,368.27	28.09%
1160	Poverty Plan	209,734.00	16,866.21	124,081.56	85,652.44	40.84%
1180	Technology	226,850.00	6,110.06	58,221.44	168,628.56	74.33%
1190	Pre-School	71,315.00	4,467.08	33,400.17	37,914.83	53.17%
1200/90	Special Education	860,870.00	47,894.65	442,135.46	418,734.54	48.64%
2100	Guid/Support Services	175,559.00	12,458.87	92,442.28	83,116.72	47.34%
2212/22	Staff Dev/Media Center	115,955.00	7,245.02	58,587.31	57,367.69	49.47%
2310	Board of Ed	88,000.00	7,156.28	24,096.98	63,903.02	72.62%
2320	Superintendent	157,000.00	12,487.83	87,698.17	69,301.83	44.14%
2400	Principal	295,916.00	23,243.67	165,665.62	130,250.38	44.02%
2510	Business	122,621.00	7,148.00	63,681.15	58,939.85	48.07%
2600	Plant Oper/Maint	495,420.00	32,106.21	182,792.72	312,627.28	63.10%
2750/60	Transportation	226,283.00	12,813.37	81,280.28	145,002.72	64.08%
3135	High Ability Grant	6,302.00	616.24	4,274.90	2,027.10	32.17%
4200	Title I Part A	90,000.00	7,612.26	52,209.17	37,790.83	41.99%
4310	Title II Part A	12,000.00	60.00	4,821.39	7,178.61	59.82%
4400	ECSE/IDEA	94,372.00	0.00	91,680.25	2,691.75	2.85%
4915	Title I Part C - Migrant	0.00	0.00	0.00	0.00	0.00%
4925	Title III - Limited English	5,641.00	0.00	5,963.81	(322.81)	-5.72%
4992	REAP Grant	27,000.00	0.00	0.00	27,000.00	100.00%
6000	Summer School	9,990.00	100.00	829.48	9,160.52	91.70%
8000	Transfers	110,000.00	0.00	10,000.00	100,000.00	90.91%
TOTAL		6,165,039.00	419,945.49	3,101,559.93	3,063,479.07	49.69%
PREVIOUS YEAR		5,768,372.00	412,271.76	3,266,519.35	2,501,852.65	43.37%

ALL Data

Current Cash Balance Report

Arranged by:

Date: 09/01/2015 thru 03/31/2016

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ATHLETICS					
100 FOOTBALL	60.00	1,210.00	0.00	0.00	1,270.00
105 JH FOOTBALL	0.00	0.00	0.00	0.00	0.00
110 VOLLEYBALL	1,093.15	5,498.50	2,099.69	-946.00	3,545.96
115 JH VOLLEYBALL	0.00	0.00	0.00	0.00	0.00
120 GIRLS GOLF	0.00	0.00	0.00	0.00	0.00
125 BOYS BASKETBALL	54.00	7,212.00	3,564.00	0.00	3,702.00
130 GIRLS BASKETBALL	0.00	3,231.41	74.95	0.00	3,156.46
135 JH BOYS BASKETBALL	0.00	0.00	0.00	0.00	0.00
140 JH GIRLS BASKETBALL	0.00	0.00	0.00	0.00	0.00
145 TRACK	0.00	0.00	0.00	0.00	0.00
150 JH TRACK	0.00	0.00	0.00	0.00	0.00
155 BOYS GOLF	0.00	0.00	0.00	0.00	0.00
160 NEW UNIFORMS	8,130.87	0.00	0.00	0.00	8,130.87
170 WRESTLING	1,500.00	3,936.50	3,516.76	-105.00	1,814.74
175 GEN ATHLETICS	5,840.64	40,189.02	31,542.39	946.00	15,433.27
180 JH WRESTLING	0.00	0.00	0.00	0.00	0.00
190 ACTIVITY PASSES	0.00	0.00	0.00	0.00	0.00
A ATHLETICS Totals:	16,678.66	61,277.43	40,797.79	-105.00	37,053.30
B CLASSES					
200 CLASS OF 2019	0.00	0.00	0.00	0.00	0.00
205 CLASS OF 2020	0.00	0.00	0.00	0.00	0.00
210 CLASS OF 2021	0.00	170.00	200.00	0.00	-30.00
233 CLASS OF 2015	0.00	0.00	0.00	0.00	0.00
234 CLASS OF 2016	0.00	0.00	0.00	0.00	0.00
235 CLASS OF 2017	933.30	3,171.25	3,061.51	0.00	1,043.04
236 CLASS OF 2018	0.00	751.48	326.36	0.00	425.12
B CLASSES Totals:	933.30	4,092.73	3,587.87	0.00	1,438.16
C ORGANIZATIONS					
301 POWER DRIVE	1,140.74	0.00	0.00	0.00	1,140.74
302 FFA	258.10	0.00	197.68	0.00	60.42
303 Speech Club	0.00	2,806.00	259.99	0.00	2,546.01
305 DISTRICT 7 FCCLA	531.62	1,810.00	1,007.50	361.00	1,695.12
306 MUSIC BOOSTERS	0.00	0.00	0.00	0.00	0.00
310 NATIONAL HONOR SOCIETY	2,757.61	2,395.00	2,147.52	0.00	3,005.09
315 FBLA	1,111.07	11,116.97	10,705.05	105.00	1,627.99
320 ANNUAL	363.46	3,627.00	1,304.69	0.00	2,685.77
325 TOTAD	577.22	0.00	0.00	0.00	577.22
330 FCCLA	2,039.14	2,816.18	3,266.74	-361.00	1,227.58
335 STUCO	2,334.52	0.00	849.97	0.00	1,484.55
340 SPEECH & DRAMA	0.00	429.00	2,380.61	0.00	-1,951.61
345 ONE ACT	0.00	300.00	706.03	0.00	-406.03
346 ART CLUB	2,114.62	404.60	2,301.23	0.00	217.99
385 LIBRARY	1,420.45	2,158.86	2,159.04	0.00	1,420.27
395 HOMECOMING	0.00	300.00	642.30	0.00	-342.30
501 HIGH SCHOOL SWING CHOIR	3,974.73	2,763.12	5,345.76	0.00	1,392.09
553 ELEMENTARY STUCO	572.81	505.28	697.59	556.21	936.71
C ORGANIZATIONS Totals:	19,196.09	31,432.01	33,971.70	661.21	17,317.61
D CONCESSIONS					
400 CONCESSIONS	-142.90	18,334.11	9,856.67	0.00	8,334.54
D CONCESSIONS Totals:	-142.90	18,334.11	9,856.67	0.00	8,334.54

Current Cash Balance Report

ALL Data

Arranged by:

Date: 09/01/2015 thru 03/31/2016

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E MISC					
350 SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
502 YOUTH FOUNDATION	750.00	0.00	0.00	0.00	750.00
503 LOUNGE	1,282.81	822.20	440.67	-54.11	1,610.23
505 CHECKING INTEREST	12,125.31	59.03	0.00	0.00	12,184.34
510 CD INTEREST	2,506.98	17.45	0.00	0.00	2,524.43
520 ELEMENTARY	9,602.74	1,634.65	2,782.65	-556.21	7,898.53
540 POP FUND	12,850.69	1,046.52	2,652.25	0.00	11,244.96
550 STUDENT FEES	240.00	0.00	0.00	0.00	240.00
555 WAKEFIELD PLAYGROUND FUND	500.00	0.00	0.00	0.00	500.00
560 MEMORIALS	200.00	0.00	0.00	0.00	200.00
576 PE UNIFORMS	438.00	342.00	360.00	0.00	420.00
577 STATE TOURNAMENTS	8,514.69	0.00	2,295.52	0.00	6,219.17
E MISC Totals:	49,011.22	3,921.85	8,531.09	-610.32	43,791.66
Z Inactive					
215 CLASS OF 2005	0.00	0.00	0.00	0.00	0.00
220 CLASS OF 2006	0.00	0.00	0.00	0.00	0.00
225 CLASS OF 2007	0.00	0.00	0.00	0.00	0.00
226 CLASS OF 2008	0.00	0.00	0.00	0.00	0.00
227 CLASS OF 2009	0.00	0.00	0.00	0.00	0.00
228 CLASS OF 2010	0.00	0.00	0.00	0.00	0.00
229 CLASS OF 2011	0.00	0.00	0.00	0.00	0.00
230 CLASS OF 2012	0.00	0.00	0.00	0.00	0.00
231 CLASS OF 2013	0.00	0.00	0.00	0.00	0.00
232 CLASS OF 2014	0.00	0.00	0.00	0.00	0.00
300 VOCAL/INSTRUMENTAL CONTESTS	0.00	0.00	0.00	0.00	0.00
355 ENTREPRENEURSHIP	0.00	0.00	0.00	0.00	0.00
360 CINCO DE MAYO	0.00	0.00	0.00	0.00	0.00
365 VICA	0.00	0.00	0.00	0.00	0.00
370 EMBROIDERY	0.00	0.00	0.00	0.00	0.00
390 STUDENT ASSISTANCE	500.00	0.00	0.00	0.00	500.00
405 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
551 5TH BUSINESS FAIR	0.00	0.00	0.00	0.00	0.00
552 TITLE I CARNIVAL	0.00	0.00	0.00	0.00	0.00
575 Wakefield VB	0.00	0.00	0.00	0.00	0.00
Z Inactive Totals:	500.00	0.00	0.00	0.00	500.00
Report Totals:	86,176.37	119,058.13	96,745.12	-54.11	108,435.27

SELECTED

Receipt History Detail

Arranged by:
Receipt Date

Receipt Date	Receipt Number	Deposit Slip Number	Received From	Receipt Description	Amount
03/01/2016	000000		FBLA	Dance	108.00
03/01/2016	000000		High School	Pop	174.72
03/01/2016	000000		Concessions	Youth Wrestling	319.00
03/01/2016	000000		Concessions	Speech	753.00
03/01/2016	000000		Speech	Conference	357.00
Date Total for 03/01/2016:					1,711.72
03/02/2016	000000		FBLA	Flowers	151.50
Date Total for 03/02/2016:					151.50
03/08/2016	000000		Pender HS	BBB Subdistricts	299.36
Date Total for 03/08/2016:					299.36
03/10/2016	000000		Bancroft	Art Show	29.50
Date Total for 03/10/2016:					29.50
03/11/2016	000000		GBB	Free Throw	1,622.45
Date Total for 03/11/2016:					1,622.45
03/17/2016	000000		Logan View	Speech	72.00
03/17/2016	000000		FBLA	Pizza Sales	2,666.00
Date Total for 03/17/2016:					2,738.00
03/21/2016	000000		7th Grade	Dance	170.00
03/21/2016	000000		Megan Borg		30.00
03/21/2016	000000		FBLA	State	364.00
Date Total for 03/21/2016:					564.00
03/22/2016	000000		Pender School	Golf Entry Fee	50.00
03/22/2016	000000		Girls BB	Fund Raiser	128.25
Date Total for 03/22/2016:					178.25
03/23/2016	000000		Westwood	Art Show	69.50
Date Total for 03/23/2016:					69.50
03/29/2016	000000		FBLA	SLC	270.00
03/29/2016	000000		Allen HS	Art	29.50
03/29/2016	000000		Bloomfield	Art Show	39.10
03/29/2016	000000		Concessions	Year End Sales	124.00
Date Total for 03/29/2016:					462.60
03/31/2016	000000		Interest	March 2016	13.81
Date Total for 03/31/2016:					13.81
Report Total:					7,840.69

Check Summary Report

Date: 09/01/2015 thru 04/01/2016

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
03/01/2016						
008496	C	03/01/2016	March of Dimes		March of Dimes	100.00
008495	C	03/01/2016	Lazy Acres Decor		Roses	60.99
008494	C	03/01/2016	Kristen Walsh		Chips for Concessions	15.00
008493	C	03/01/2016	JB Mart		Candy	208.26
008497	C	03/01/2016	VISA		Printer	259.99
03/01/2016 Total:						644.24
03/02/2016						
008498	O	03/02/2016	Norfolk High School		Speech	383.00
03/03/2016						
008499	C	03/03/2016	Pepsi-Cola of Siouland			848.50
008500	C	03/03/2016	SIDELINES Bar & Grille		PIZZA	124.90
03/03/2016 Total:						973.40
03/08/2016						
008504	V	03/10/2016	Sysco			0.00
008503	C	03/08/2016	Stanton High School		Wrestling	100.00
008502	C	03/08/2016	Pac N Save			607.64
008501	C	03/08/2016	Miller Building Supply			63.75
008505	C	03/08/2016	VISA			1,740.52
008506	C	03/08/2016	VISA		FFA	140.39
03/08/2016 Total:						2,652.30
03/09/2016						
008507	C	03/09/2016	Cubbys		Hospitality	17.98
03/10/2016						
008508	C	03/10/2016	Homer High School		Entry Fee	326.00
03/11/2016						
008510	O	03/11/2016	Bellevue West		T Shirts	200.00
008509	C	03/11/2016	Mike Hassler		Art Show	425.49
03/11/2016 Total:						625.49
03/15/2016						
008511	V	03/15/2016	Cash		All State Honor Band//NHS	0.00
008513	C	03/15/2016	David Olvera		7th Grade Dance	200.00
008512	C	03/15/2016	Kristina Davis		Choreographer Fee	400.00
008514	C	03/15/2016	Cash		All State Honor Band/NHS	320.00

SELECTED Data

Check Summary Report

Arranged by:
Check Date

Date: 09/01/2015 thru 04/01/2016

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
03/15/2016 Total:						920.00
03/21/2016						
008517	O	03/21/2016	Louisville		District Speech	223.61
008518	O	03/21/2016	Larry Thieman		Judging Fees	125.00
008519	O	03/21/2016	Pat Thieman		Judging Fees	125.00
008521	O	03/21/2016	Little Ceaser's Pizza Kits		Pizza	1,980.00
008516	C	03/21/2016	Cash		State Sppech Meals	280.00
008515	C	03/21/2016	Anderson's		Prom	964.46
008520	C	03/21/2016	Val Bard		Judging Fees	75.00
03/21/2016 Total:						3,773.07
03/31/2016						
008522	O	03/31/2016	Cash		SLC Meals	400.00
Report Total:						10,715.48



CKA #MOCK002690
 WAKEFIELD
 S7943

ART COLORS: MAROON, BLACK WHITE, PROVIDED

#003

NB

CLIFF KEEN ATHLETIC 4480 VARSITY DRIVE ANN ARBOR, MI 48108 1-800-992-0799 FAX 1-800-590-0759 CLIFFKEEN.COM

FRONT VIEW



BACK VIEW



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CLIFF KEEN'S MOCK-UPS ARE NOT TO SCALE NOR MEANT TO DISPLAY EXACT SIZING AND/OR PLACEMENT OF ARTWORK ON YOUR FINISHED GARMENTS. MOCK-UPS ARE MEANT TO BE VIEWED AS A 'THUMBNAIL' EXAMPLE OF THE INTENDED PLACEMENT, SIZING & COLORS OF YOUR FINAL ARTWORK ON YOUR GARMENTS. SOME DISCREPANCIES ARE TO BE EXPECTED. ART FEES WILL TAKE EFFECT BEGINNING WITH MOCK-UP #4. CONTACT OUR CUSTOMER SERVICE DEPARTMENT REGARDING ART FEE QUESTIONS: 1-800-992-0799. IT IS CLIFF KEEN ATHLETIC'S STANDARD PROCEDURE TO CREATE INK COLORS TO MATCH YOUR GARMENT COLOR WHEN APPLICABLE. BECAUSE OF VARYING COMPUTER MONITOR SETTINGS AND RESOLUTIONS, THE COLOR(S) OF YOUR ARTWORK VIEWED IN THIS EMAIL WILL NOT EXACTLY MATCH THE ACTUAL INK COLOR(S) PRINTED ON YOUR GARMENTS. WE RESERVE THE RIGHT TO ALTER THE SIZE OF YOUR ARTWORK TO FIT WITHIN THE PARAMETERS OF THE PRINTABLE SPACE ON THE ACTUAL GARMENTS. COLORS, DETAILS & VARIANCES IN SHADING WILL NOT APPEAR CORRECTLY WHEN THIS MOCK-UP IS VIEWED ON CELL PHONES OR TABLETS.



CKA #MOCK002690
 WAKEFIELD
 S7943

ART COLORS: MAROON, BLACK WHITE, SILVER GREY

#005

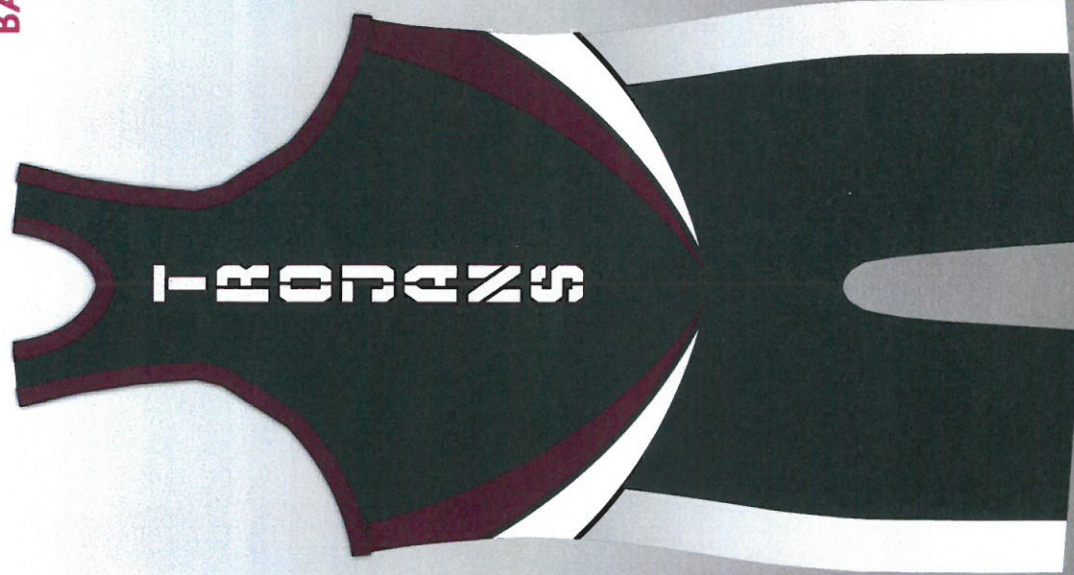
NB

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FRONT VIEW



BACK VIEW



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5036 - 5066 Policy Review

April 4, 2016

5036

Lockers

Lockers are the property of the school district and students are permitted to use them without charge. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5037

Student Internet and Computer Access

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

I. Student Expectations in the Use of the Internet

A. Acceptable Use

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.
3. Students may use the Internet to gain access to information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for appropriate educational purposes.

B. Unacceptable Use

1. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
3. Students shall not use electronic ~~mail, chat rooms, instant messaging, or other~~ forms of direct ~~electronic~~-communications on school computers ~~unless authorized by school personnel~~.
4. Students shall not use school computers to participate in on-line auctions, on-line gaming or ~~mp3~~ sharing systems. ~~including, but not limited to Aimster or Freenet and the like.~~
5. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.

6. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
7. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the expressed written permission of ~~the system administrator~~ School personnel.
8. Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.
9. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
10. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
11. Students shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
12. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
13. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
14. Students shall not forge electronic mail messages or web pages.

II. Enforcement

A. Methods of Enforcement

1. The district monitors all Internet communications, Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are

subject to search and inspection at any time.

2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

B. Consequences for Violation of this Policy

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
 - a. Loss of computer privileges;
 - b. Short-term suspension;
 - c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
 - d. Other discipline as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

III. Protection of Students

A. Children's Online Privacy Protection Act (COPPA)

1. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.

2. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. Education About Appropriate On-Line Behavior

1. School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
2. Staff will specifically educate students on
 - a. Appropriate interactions with other individuals on social networking websites and in chat rooms.
 - b. Cyber-bullying awareness and response.
3. The School District's technology coordinator shall inform staff of this educational obligation and shall keep records of the instruction which occurs in compliance with this policy

Adopted on: 6/11/2012
Revised on: _____
Reviewed on: _____

5038

Lunch Program

The superintendent shall be the administrator of school lunch program which shall be run in accordance with state and federal guidelines. All students shall eat in school facilities, unless they make special arrangements with the building principal or other school administrator.

Adopted on: 6/14/2010
Revised on: _____
Reviewed on: 6/11/2012

5039

Money-Raising Activities

All money-raising activities shall require authorization by a member of the school district administration.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5040

Work Permits

The building principal or other authorized school official shall be responsible for the issuance of work permits for children in accordance with state law.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5041

Student Government

Students are encouraged to formulate and participate in elective and representative student government activities. The organization, operation and scope of the student government shall be administered by the superintendent or designee.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5042

Bulletin Boards

Bulletin board or electronic publishing space may be provided for the use of students and student organizations for notices relating to matters of general interest to students. The following general limitations apply to all posting or publishing:

1. All postings must be approved by the appropriate building principal or designee. Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
2. All postings must identify the student or the student organization posting or publishing the notice.
3. Material shall be removed after a reasonable time to assure full access to the bulletin boards or electronic publishing media.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5043

School-Sponsored Publications

School-sponsored student publications and electronic media productions are part of the school district's instructional program. The board of education supports the development of student communication skills through school-sponsored newspapers, annuals, magazines, and electronic media including computer, video and digital productions.

Student publications and productions must conform to all good scholastic and professional journalistic standards. The board delegates to the superintendent of schools the right to prohibit dissemination of any school-sponsored publication or media production that does not conform to these standards, or which the superintendent or designee deems inappropriate for the school environment.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5044
Safe Pupil Transportation Plan

It is the goal of the school district to provide safe, comfortable and reliable transportation for bus-riding school children.

1. Emergency Procedures

a) Mechanical breakdown

In the event of a mechanical breakdown, the driver will:

- 1) Stop the vehicle in a safe location
- 2) Keep passengers in the vehicle, if it is safe to do so
- 3) Take steps to warn motorists, by activating hazard lights and placing emergency triangles
- 4) Radio or call for assistance

b) Injuries/Medical Emergencies

If a student is seriously injured or suffers from a medical emergency, the driver will stop the vehicle at the first safe opportunity. The bus driver will provide emergency medical assistance in accordance with the driver's first aid training. The bus driver will notify the school district of the emergency using the radio or other communication equipment. The district will then summon emergency medical services by immediately calling 911. If the bus driver cannot reach the district, the bus driver should send an adult or a responsible student to a telephone to call 911 and then the district.

c) Severe Weather

1) Tornadoes.

If the driver determines that there is likelihood that a tornado will hit the vehicle, and there is not an escape route available or time to drive to a safe location, the driver will evacuate the vehicle, taking only the first aid kit. The driver will take the students to the basement of a nearby building or to the nearest depression or ditch upwind (toward the storm) of the vehicle far enough away from the vehicle so that it will not roll over on the students. The driver should instruct students to cover their heads with their arms. If the students are wearing coats or jackets, they can be used to provide additional protection for their heads and bodies. If there is no time to evacuate the students after

stopping the vehicle, the driver should have the students remain in their seats and assume a protective position with their heads below window level.

2) **Winter Weather**

If the school district determines that a bus route is too dangerous to drive due to winter weather conditions, the district will cancel bus service on the route. This decision will be announced via local radio stations, ~~Alert Now~~ **Blackboard Connect**, and TV stations on the affected day.

Parents must ensure that students are appropriately dressed for winter conditions. Students shall not wait for a school bus in winter weather for more than 15 minutes past the scheduled pick-up time. If the bus has not arrived by that time, pupils are to return to their homes or to another place of shelter that the student and his or her parent have prearranged.

d) **Weapons, Hazardous Substances and Dangerous Contraband**

If a driver discovers that a passenger may have a weapon, hazardous substance or other dangerous contraband on the bus, he or she should remain calm and call for assistance using a pre-determined code. The driver should give the location of the bus to the dispatcher, continue the route and wait for assistance. The driver should not inform passengers of the presence of the weapon or other contraband.

e) **Terroristic Threat**

If a driver receives a terroristic threat that he or she deems credible, he or she will notify the school district of the threat using the radio or other communication equipment. After consulting with school officials, the driver will determine whether the threat requires evacuation of the bus. The school will promptly notify the authorities of the threat.

For purposes of this policy, a terroristic threat is a threat to commit any crime of violence or to burn or damage property with the purpose

of terrorizing another or of causing the evacuation of the bus or in reckless disregard of causing such terror or inconvenience

f) **Emergency Incident Reports**

Bus drivers will provide written documentation of any of the emergency events specified in this policy by completing the incident bus-log form attached hereto. This documentation must be submitted to the school administration within 24 hours of the event.

2. **Drop-off**

Drivers will drop students off at a location pre-determined through communication between the school district and parents/guardians. In the event the drop-off location is uncertain or appears to be unsafe, the driver will communicate with school staff in the building to seek additional guidance.

In no event will a driver drop a student off in a location which in the reasonable judgment of the driver appears to be unsafe. Drivers who believe the drop-off location to be unsafe shall release students directly into the custody of a parent/guardian or shall return students to their school building.

3. **Evacuation of Students With Disabilities**

The Transportation supervisor, in consultation with bus drivers and members of the administrative team, shall develop a written emergency evacuation plan for each bus route. The plan shall include an assessment of each student's ability to evacuate himself or herself as well as his or her ability to assist others. Disabled students should practice their evacuation skills as required of their non-disabled peers if possible during evacuation drills. Students or other individuals who will be assisting disabled students evacuate during emergencies should practice this skill during evacuation drills. Drivers or students who will be assisting with the evacuation process should be familiar with any equipment on the bus that would aid in the actual evacuation.

4. **Student Behavior on School Vehicles**

Riding school vehicles is a privilege, not a right. Students must comply with the following rules and all school conduct rules and

directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles.

a) **Rules of Conduct on School Vehicles:**

- 1) Students must obey the driver promptly.
- 2) Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- 3) Students are prohibited from fighting, engaging in bullying, harassment or horseplay.
- 4) Students must enter the bus without crowding or disturbing others and go directly to their assigned seats.
- 5) Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- 6) Students are prohibited from throwing or passing objects on, from, or into vehicles.
- 7) Students may not use profane language, obscene gestures, tobacco, alcohol, drugs or any other controlled substance on the vehicles.
- 8) Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items or animals onto the vehicle.
- 9) Students may carry on conversations in ordinary tones, but may not be loud or boisterous and should avoid talking to the driver while the vehicle is in motion. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
- 10) Students may not open windows without permission from the driver. Students may not dangle any item (e.g. legs, arms, backpacks) out of the windows.
- 11) Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle if the vehicle were involved in an accident
- 12) Student must respect the rights and safety of others at all times.
- 13) Students must help keep the vehicle clean, sanitary and orderly. Students must remove all personal items and trash upon exiting.

- 14) Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.
- 15) Video cameras may be placed on buses, at random, to monitor student behavior on the bus.

b) **Consequences**

Drivers must promptly report all student misconduct to the administration. These reports may be oral or written. Students who violate the Rules for Conduct will be referred to their building principal for discipline. Disciplinary consequences may include:

- 1) Note home to parents
- 2) Suspension of bus riding privileges
- 3) Exclusion from extracurricular activities
- 4) In-school suspension
- 5) Short term or long term suspension from school
- 6) Expulsion

These consequences are not progressive, and school officials have discretion to impose any listed punishment they deem appropriate, in accordance with state and federal law and board policy.

c) **Records**

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be forwarded to law enforcement.

Adopted on: 6/14/2010

Revised on: 7/14/2014

Reviewed on: 7/14/2014

5045

Student Fees

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

A. Definitions.

1. "Students" means students, their parents, guardians or other legal representatives.
2. "Extracurricular activities" means student activities or organizations that (1) are supervised or administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.
3. "Post-secondary education costs" means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

B. Listing of Fees Charged by this District.

1. **Guidelines for Clothing Required for Specified Courses and Activities.** Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special

programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

2. Safety Equipment and Attire. The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items. The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. ~~Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district.~~ The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects. The district does not provide students with the materials necessary to complete all curricular projects. In courses where students produce a project that requires more than minimal cost for materials, the finished product will remain the property of the district unless the students either furnish or pay for the reasonable cost of materials required for the course project.

The maximum dollar amount charged by the district for course materials shall be:

- Industrial Technology Classes projects \$5/semester, are \$5 - \$800, depending upon the choice for

- materials for personal projects.
- Art Classes \$5/semester, plus \$5-\$50 depending choice of materials and projects.
- Family and Consumer Science Classes \$5/semester, plus \$5-\$50 depending on choice of materials and projects.
- Physical Education Uniform fee of \$12 is Student's responsibility, Also shoes, undergarments and ungraded off campus activities.

5. **Extracurricular Activities.** The district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

The following list details the maximum dollar amount of all extracurricular activities fees and the specifications for any equipment or attire required for participation in extracurricular activities:

- Student activity card \$30
Covers admission to all home extracurricular events

- Student participation fee \$20
Required of all students who participate in athletics and/or other extracurricular activities

- Future Business Leaders of America \$15

- FCCLA \$15

- National Honor Society \$15

- Football students must provide their own football shoes, undergarments, and mouth guards

- Golf students must provide their own golf shoes, undergarments, and clubs

- Track, Volleyball, Wrestling and Basketball students must provide their own shoes and undergarments

- FCCLA \$15 dues, cost of attendance at state & national conventions are student's responsibility.

- FFA student must purchase their own FFA jackets and pay dues of \$30.

6. Post-Secondary Education Costs. Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit **only** or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

7. Transportation Costs. The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

The maximum dollar amount of the transportation fee charged by this district shall be \$10.

8. Copies of Student Files or Records. The district will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of \$.10 per page for reproduction of student records.

9. Participation in Before-and-After-School or Pre-Kindergarten Services. The district may charge reasonable fees for participation in before-and-after school or pre-kindergarten services offered by the district pursuant to statute.

10. Participation in Summer School or Night School. The district may charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses.

11. Charges for Food Consumed by Students. The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

The maximum dollar amount charged by the district for the breakfast and lunch programs is as follows:

- Breakfast Program – Grades PreK-12
 - Regular Price \$1.15
 - Reduced Price \$0.30
 - Milk Price \$0.30

- Lunch Program – Grades PreK-6
 - Regular Price \$1.95
 - Reduced Price \$0.40
 - Milk Price \$0.30

- Lunch Program – Grades 7-12
 - Regular Price \$2.40
 - Reduced Price \$0.40
 - Milk Price \$0.30

12. Charges for Musical Extracurricular Activities. Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular

activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- Band Students must provide their own instruments and marching band shoes, which must be white, rubber-soled sneakers
- Swing Choir Students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$100.

- 13. Contributions for Junior and Senior Class Extracurricular Activities.** Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class's fund. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$0-\$100.

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

The district will, when appropriate, request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements and staff members of the district are directed to clearly communicate that fact to students, parents and patrons.

F. Fund-Raising Activities

Students may be permitted or required to engage in fund-raising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fund-raising activities are not eligible under this policy for waiver of the costs or fees which the fund-raising activity was meant to defray.

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

CERTIFICATION

On the 11th day of August, 2015, the Board of Education of Wakefield Public Schools held a public hearing on a proposed student fee policy. The hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2015-2016 school year. This student fee policy was then adopted by a majority vote of the school board at an open public meeting conducted in compliance with the Open Meetings Act.

Mark Bejot
Superintendent of Schools

Adopted on: 6/14/2010

Revised on: 8/11/2015

Reviewed on: 7/25/2015

5046

Secret Organizations

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society or association.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5047

Press Releases

All press releases regarding school-related activities and events must have administrative approval prior to being given to the media. The superintendent may delegate responsibility for communicating with the media to building principals, the activities director, event sponsors, and other staff on an ad hoc basis.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5048

**Emergency Response to Life Threatening Asthma or
Systemic Allergic Reactions (ANAPHYLAXIS)**

School employees will comply with the requirements of “Protocol: Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)”. The district shall procure and maintain the equipment and medication necessary to implement the protocol.

The superintendent shall obtain the required signature(s) of one or more physicians licensed to practice medicine in Nebraska on the form entitled “Protocol: Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)” (“Protocol”). The superintendent shall publish this policy and Protocol in each employee handbook.

The superintendent shall arrange to have a qualified medical person train employees, and for training updates as necessary.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

Firearms and Weapons

Weapons. No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. **Definition of Weapon.** The term “weapon” means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. **Definition of Firearm.** The term “firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

Exceptions Regarding Firearms. The prohibition against firearms does not apply to:

1. The issuance of firearms to or possession by members of the armed forces of the United States, active or reserve, National Guard of this State, or Reserve Officers Training Corps or peace officers or other duly authorized law enforcement officers when on duty or training; or
2. Firearms that may lawfully be possessed by a person who is receiving instruction at the school under the immediate supervision of an adult instructor;

3. Firearms which may lawfully be possessed by a person for the purpose of using them, with the approval of the school, in a historical reenactment, in a hunter education program, or as part of an honor guard;
4. Firearms contained within a private vehicle ***operated by a nonstudent adult*** that are not loaded ***and*** are encased or are in a locked firearm rack that is on a motor vehicle; or
5. A handgun carried as a concealed handgun by nonstudent adult who holds a valid permit issued under the Concealed Handgun Permit Act in a vehicle or on his or her person while riding in or on a vehicle into or onto any parking area, which is open to the public and used by the school if, prior to exiting the vehicle, the handgun is locked inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area, except as prohibited by federal law.

Definition of Encased. The term “encased” means enclosed in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied, or otherwise fastened with no part of the firearm exposed.

Exceptions for Students. The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The firearm or weapon has been brought to school grounds or to an activity or event off school grounds for some educational purpose;
2. The person bringing the firearm or weapon has requested and received the prior approval of both the instructor and the building principal to do so; and
3. All arrangements to use and store the firearm or weapon safely while it is on school premises have been agreed to and carried out.

Consequences - Firearm. Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

Consequences – Weapon. State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

Confiscation of Firearms. Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm possessed in violation of this policy. By statute, any firearm that is confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

Report to Law Enforcement Authorities. All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm or weapon to school.

Adopted on: 6/14/2010

Revised on: 7/14/2014

Reviewed on: 7/14/2014

5050

Home Schools and/or Schools Not Meeting Approval and Accreditation Regulations

Students in Nebraska may choose to be educated at a home school that meets the requirements of statute and the Nebraska Department of Education. The board of education encourages the parents and guardians of all school-age children who reside within the school district to enroll them in the public school or an approved or accredited private school so they may benefit from a well-planned education program and the socialization of a group environment.

The school district's administration will inform the appropriate agency of the names of all students who are school age and known not to be in attendance at a public, private, or parochial school that has met the requirements for legal operation prescribed in statute and the rules of the Nebraska Department of Education.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5051

Eye Examinations for Students

The parent(s) or guardian(s) of (1) all incoming students in the Kindergarten grade and (2) all out-of-state transfer students must provide evidence of a vision examination by a qualified vision health care provider.

They must provide evidence of the vision examination within sixty days after the student's enrollment. The health care provider must test the student for amblyopia, strabismus and internal and external eye health, with testing sufficient to determine visual acuity.

Any parent(s) or guardian(s) who object to a vision examination must submit a signed and dated refusal form to the school. Parents or guardians who wish to receive information regarding free or reduced-cost visual evaluations may contact Kids Connection at (877)-NEB-KIDS or the Nebraska Optometric Association at (800) 766-4466.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

School Wellness Policy

The school district is committed to providing a school environment that enhances learning and the development of lifelong wellness.

1. **Goals for Nutrition Education**

- a. The health curriculum will include information on good nutrition and healthy living habits.
- b. Teachers will incorporate information on nutrition and wellness into the classroom curriculum as appropriate.

2. **Goals for Physical Activity**

- a. The physical education curriculum shall include instruction on physical activity and habits for healthy living.
- b. Students will be encouraged to engage in physical activities throughout the school day.
- c. The district encourages parents and guardians to support their children's participation in physical activity, to be physically active role models, and to include physical activity in family events.

3. **Goals for Other School-Based Activities Designed to Promote Student Wellness**

- a. Students will be provided sufficient time in which to eat school-provided meals.
- b. The district's lunchrooms will be attractive and well-lighted.
- c. The district will allow other health-related entities to use school facilities for activities such as health clinics and screenings so long as the activities meet the district's requirements and criteria for the use of facilities.

Nutrition Guidelines

- a. Food providers will take measures to ensure that student access to foods and beverages meet federal, state and local laws and guidelines.
- b. Food providers will offer students a variety of age appropriate healthy food and beverage selections for elementary schools, middle schools and high schools.

4. Community Advisory Committee

- a. The superintendent of schools shall create a community advisory committee which will include at least one member from each of the following groups: parents, teaching staff, food service staff, students, and the community at large.
- b. The committee will review this policy, suggest possible revisions, and submit its suggestions to the board of education.
- c. The head cook is responsible for coordinating the implementation of this policy and for monitoring the district's progress in meeting the goals established by this policy. The head cook will submit a report to the board on the district's progress in implementing this policy.
- d. The committee will meet at least twice during the school year. The committee will be chaired by the district's head cook or district designee.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5053

Self Management of Diabetes or Asthma/Anaphylaxis

Upon receiving the written request of a student's parent or guardian and the written authorization by the student's physician, the school district will work with the parent or guardian in consultation with the physician to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis (referred to herein as "medical condition").

The plan for a student with diabetes will (a) identify the health care services the student may receive at school, (b) evaluate the student's understanding of and ability to self-manage his or her medical condition, (c) permit regular monitoring of the student's self management by an appropriately credentialed health care professional, and (d) be signed by the student's parent or guardian and the physician responsible for the student's medical condition.

The plan for a student with asthma or anaphylaxis will (a) identify the health care services the student may receive at school, (b) evaluate the student's understanding of and ability to self-manage his or her medical condition, (c) permit regular monitoring of the student's self management by an appropriately credentialed health care professional, (d) include the name, purpose, and dosage of the prescription asthma or anaphylaxis medication prescribed for such student, (e) include procedures for storage and access to backup supplies of such prescription asthma or anaphylaxis medication, and (f) be signed by the student's parent or guardian and the physician responsible for the student's medical condition.

The plan will permit the students to self-manage his or her medical condition in any part of the school or on school grounds during any school-related activity, or in a private location. The parent or guardian of a student for whom such a medical management plan has been developed shall sign a statement acknowledging that (a) the school and its employees and agents are not liable for any injury or death arising from a student's self-management of his or her medical condition and (b) the parent or guardian will indemnify and hold harmless the school district and its employees and agents against any claim arising from a

student's self management of his or her medical condition. The student's parent or guardian will be personally responsible for any and all costs associated with any injury to school personnel or another student resulting from the a diabetic student's misuse of necessary medical supplies.

The district may prohibit a student from possessing medical supplies for self-management and may establish other necessary and appropriate restrictions or conditions when the district determines that the student has endangered himself, herself, or others through misuse or threatened misuse of such medical supplies. The district will promptly notify the parent or guardian of any such prohibition, restriction, or condition.

Adopted on: 6/14/2010

Revised on: _____

Reviewed on: 6/11/2012

5054
Student Bullying

Bullying Prohibited. Students are prohibited from engaging in any form of bullying behavior. Without limiting any definition of bullying under any state or federal law or regulation, bullying behavior, as used herein, refers to the use of physical force or verbal, nonverbal, written, and electronic communication (including but not limited to instant messaging, text messaging, e-mailing, and using websites) to threaten, intimidate, ridicule, humiliate, or harass any person.

Disciplinary Consequences. The disciplinary consequences for bullying behavior will depend on the frequency, duration, severity and effect of the behavior.

A student who engages in bullying behavior on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events may be subject to disciplinary consequences including but not limited to long-term suspension, expulsion, or mandatory reassignment.

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

Bullying Prevention and Education. Students and parents are encouraged to inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities which educate students about bullying and bullying prevention.

Policy Review. The school district shall review this policy annually.

Adopted on: 6/14/2010
Revised on: _____
Reviewed on: 6/11/2012

5055
Enrollment in Kindergarten

Beginning with the 2013-14 school year, a child must reach the age of five on or before July 31st of the calendar year to be enrolled in kindergarten. The school district will enroll a child who will reach the age of five between August 1st and October 15th of the year of enrollment if the parent or guardian requests such enrollment and provides an affidavit stating:

- (a) the child attended kindergarten in another jurisdiction in the current school year; or
- (b) the family anticipates relocating to another jurisdiction that would allow admission within the current year; or
- (c) the child has demonstrated through recognized assessment procedures approved by the board that he or she is capable of performing the work of kindergarten.

The recognized assessment procedure(s) approved by the board is the Bergance Assessment of Early Childhood Readiness in conjunction with assessment determined by school officials, including social and emotional readiness.

The board delegates to the elementary principal responsibility for determining whether the conditions of this policy have been met. In order to enroll in kindergarten early, students must achieve a score of 97% or higher.

[OPTIONAL ASSESSMENT PERIOD]

Each year, the district will have a Kindergarten Enrollment and Assessment Period ("Assessment Period"). Parents or guardians whose child is a legal resident of the district wishing to enroll pursuant to this policy must complete all requirements for enrollment no later than the end of the Assessment Period. The date, time, and location of the Assessment Period will be made available annually.

Parents or guardians of students who become legal residents of the district after the Assessment Period, and thus were unable to participate in the Assessment Period, must contact the elementary principal about registering and/or scheduling a time for assessment.

Adopted on: 6/14/2010
Revised on: 7/14/2014
Reviewed on: 7/14/2014

5056
Free Expression by Students

The board of education is responsible for providing a program of education for students in this district and is authorized to preserve order so that the system may function properly. Under the United States Constitution, students are entitled to assemble peaceably and to express ideas and opinions, privately or publicly, provided that their activities do not infringe on the rights of others and do not interfere with the operation of the education program.

Students are prohibited from engaging in any willful activity that interferes with the orderly operation of the educational program or offends the rights of others. The board specifically prohibits any assembly or public expression that materially disrupts instruction; is obscene, slanderous, or grossly prejudicial to an ethnic, national, religious, or racial group or to either gender; advocates the use of substances that are illegal to minors; incites violence or urges the violation of law or school rules. Violators will be disciplined in accordance with law and board policy; staff members who assist students in improper conduct are subject to disciplinary measures.

The building principal is responsible for identifying and resolving disruptions in any school building and may summon law enforcement officers as deemed necessary.

Adopted on: 6/14/2010
Revised on: _____
Reviewed on: 6/11/2012

5057

Parental Involvement In the Title I Program

The school district will jointly develop with parents a School-Parent-Student Compact that outlines shared responsibility for improved student academic achievement.

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parental involvement in the Title I program. Parental Involvement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's participation: curriculum objectives, type and extent of participation, and evaluations of progress. This information may be included in the annual Title I Individual Education Plan (IEP) for the student.
3. Opportunities for parent training on ways to support children's learning. This opportunity may include, but is not limited to, attendance at the annual Nebraska State Title I Parent Involvement Conference.
4. Communication to parents about student progress will be provided in the language used in the. Responses to parent concerns will be provided in a timely manner.
5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.

This policy shall be reviewed annually at the annual meeting where concerned parties can have a conversation about possible changes to the Parental Involvement Policy, and the board shall either (1) alter the policy and adopt it as altered, or (2) reaffirm the policy, following a public hearing.

Adopted on: 6/14/2010
Revised on: 8/11/2015
Reviewed on: 8/11/2015

5058

Threat Assessment and Response

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

1. **Obligation to Report threatening Statements or Behaviors.** All staff and students must report any threatening statements or behavior to a member of the administration. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

2. **Threat Assessment Team.** The threat assessment team (team) shall consist of the Superintendent, Elementary Principal, High School Principal, Elementary Guidance Counselor, and High School Guidance Counselor. The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response.
3. **Threat Assessment Investigation and Response.** All reports of violent, threatening, stalking or other behavior or statements which could be interpreted as posing a threat to school safety will immediately be forwarded to a member of the team. Upon receipt of an initial report of any threat, the team will take steps to verify the information, make an initial assessment, and document any decision involving further action. This investigation may include interviews with the person who made the statement(s) or engaged in the behavior of concern, interviews with teachers and other staff members who may have information about the individual of concern, interviews with the target(s) of the threatening statements or behavior, interviews of family members, physical searches of the individual of concern's person, possessions, and home (as allowed by law and in cooperation with law enforcement), and any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

- 4. Communication with the Public about Reported Threats.** To the extent possible, the team will keep members of the school community informed about possible threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, and communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence if that individual is a minor.

Adopted on: 6/14/2010
Revised on: _____
Reviewed on: 6/11/2012

5059 Emergency Medical Treatment

If a child becomes ill or is injured while at school or while being supervised by a member of the school district's staff, the staff member shall promptly render first aid and, when appropriate, summon rescue squad assistance. Staff will promptly notify a student's parent or guardian when a student needs medical attention.

The school district is not qualified under law to comply with directives to physicians limiting medical treatment and will not accept such directives. School district staff members will not honor "do not resuscitate/do not intubate" (DNR/DNI) orders, requests for transport to particular medical facilities and the like. Parents/Guardians must arrange for all such requests with rescue squad and medical providers directly.

Adopted on: 6/14/2010
Revised on: _____
Reviewed on: 6/11/2012

5060 Animals

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent or their designee except as provided in this policy.

The school district does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on school property when required by law, subject to the conditions of this policy.

Service Animal. A “service animal” is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks **do not** include the crime deterrent effects of an animal’s presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler’s disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. **See also**, Miniature Horses below.

School District Inquiries. School officials **may** ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do **unless** the answers to these inquiries are readily apparent. School officials **may not** ask about the nature or extent of a person’s disability and may not require documentary proof of certification or licensing as a service animal.

Procedural Requirements. The following requirements must be satisfied **before** a service animal will be allowed in school buildings or on school grounds:

Request. A person who wants to be accompanied by his/her service animal must submit a written request form to a principal or superintendent. The request form is attached to this policy. These requests must be renewed each school year or whenever a different service animal will be used.

Health and Vaccination. The service animal must be in good health and immunized against diseases common to that type of animal. The owner or handler of the animal must submit proof of current licensure from the local licensing authority and proof of the service animal’s current vaccinations and immunizations from a licensed veterinarian.

Service animals will not be allowed in school buildings or other school property until the school has approved the request.

Control. A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

Exclusion or Removal from School. A service animal may be excluded from school property and buildings if a school administrator determines that:

- (1) A handler does not have control of the service animal;
- (2) The service animal is not housebroken;
- (3) The service animal presents a direct and immediate threat to others in the school; or
- (4) The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from school premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

Allergic Reactions. If any student or school employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by an administrator. The school will arrange a meeting between school personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.

Supervision and Care of Service Animals. The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. The school district is not responsible for providing any care, supervision, or assistance for a service animal.

Extra Charges. The owner or handler of a service animal will not be required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

Damages to School Property and Injuries. The owner or handler of a service animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the animal.

Miniature Horses. Requests to permit the use of a miniature horse by an individual with a disability will be addressed on a case-by-case basis by considering the following factors:

- (1) The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- (2) Whether the handler has sufficient control of the miniature horse;
- (3) Whether the miniature horse is housebroken; and
- (4) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

Service Animal in Training. This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.

Denial of Access and Grievance. If a school official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school's Section 504 Coordinator.

Adopted: 7/25/2011

Revised: _____

Reviewed: 6/11/2012

School Official Signature
Printed Name: _____

Date
Title: _____

Note: This form is valid until the end of the current school year. It must be renewed prior to the start of each subsequent school year or whenever a different service animal will be used.

Adopted on: 6/11/2012 _____

Revised on: _____

Reviewed on: _____

5061 Therapy Dogs

The school district supports the use of therapy dogs by teachers or other qualified school personnel (“Owner”) for the benefit of its students subject to the conditions of this policy.

Therapy Dog. A “therapy dog” is a dog that has been individually trained and certified to work with its Owner to provide emotional support, well-being, comfort, or companionship to school district students. Therapy dogs are not “service animals” as that term is used in the American with Disabilities Act. The dog must be well behaved and have a temperament that is suitable for interaction with students and others in a public school. Therapy dogs are personal property of the teacher or employee and are not owned by the school district.

Therapy Dog Standards and Procedures. The following requirements must be satisfied *before* a therapy dog will be allowed in school buildings or on school grounds:

Request. An Owner who wants to bring a therapy dog to school must submit a written request form to a principal or superintendent. The request form is attached to this policy. The request must be renewed each school year or whenever a different therapy dog will be used.

Training and Certification. The Owner must submit the American Kennel Club’s Canine Good Citizen Certification or its equivalent as determined by the Superintendent. The certification must remain current at all times.

Health and Vaccination. The therapy dog must be clean, well groomed, in good health, house broken, and immunized against diseases common to dogs. The Owner must submit proof of current licensure from the local licensing authority and proof of the therapy dog’s current vaccinations and immunizations from a licensed veterinarian.

Control. A therapy dog must be under the control of the teacher or school employee through the use of a leash or other tether unless the use of a leash or other tether would interfere with the therapy dog’s safe, effective performance of its work or tasks. However, the therapy dog must be under the owner’s control at all times.

Identification. The therapy dog must have appropriate identification identifying it as a therapy dog.

No Disruption. The therapy dog must not disrupt the educational process by barking, seeking attention, or any other behavior.

Health and Safety. The therapy dog must not pose a health and safety risk to any student, employee, or other person at school.

Supervision and Care of Therapy dogs. The Owner is solely responsible for the supervision and care of the therapy dog, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The school district is not responsible for providing any care, supervision, or assistance for a therapy dog.

Authorized Area(s). The Owner shall only allow the therapy dog to be in areas in school buildings or on school property that are authorized by school district administrators.

Insurance. The Owner must submit a copy of an insurance policy that provides liability coverage for the therapy dog while on school property.

Exclusion or Removal from School. A therapy dog may be excluded from school property and buildings if a school administrator determines that:

- (1) A handler does not have control of the therapy dog;
- (2) The therapy dog is not housebroken;
- (3) The therapy dog presents a direct and immediate threat to others in the school; or
- (4) The animal's presence otherwise interferes with the educational process.

The Owner shall be required to remove the therapy dog from school premises immediately upon such a determination.

Allergic Reactions. If any student or school employee assigned to a classroom in which a therapy dog is permitted suffers an allergic reaction to the therapy dog, the Owner of the animal will be required to remove the animal to a different location designated by an administrator.

Damages to School Property and Injuries. The Owner of a therapy dog is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the therapy dog.

Therapy dog in Training. This policy shall also be applicable to therapy dogs in training that are accompanied by a bona fide trainer.

Adopted on: 6/11/2012
Revised on: _____
Reviewed on: _____

5062
Lice and Nits

Students found to have head lice or louse eggs will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice, louse eggs, or nits, the student's parent(s) or guardian(s) will be notified, and if appropriate will be asked to pick up the student from school immediately.

Students will not be permitted to return to school until the district finds that no live lice or eggs can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.

Adopted on: 6/11/2012
Revised on: _____
Reviewed on: _____

5063
Recording Policy

Students are prohibited from making audio or video recordings on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event except as provided in this policy or as otherwise required by law.

Classroom Recordings. Students may make audio recordings of classroom lectures, discussions, or activities:

- (1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students.

Non-classroom Recordings. Students may make audio or video recordings pursuant to this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws.

Adopted on: 6/11/2012

Revised on: _____

Reviewed on: _____

5064

Title I Supplement, Not Supplant Policy

The district will use Title I funds to Supplement, Not Supplant, state and local funds that would, in the absence of Title I funds, be spent on Title I programs. The district will ensure that Title I funds will not be used to provide services which otherwise take the place of public education services that are to be provided to all students.

The district maintains records of the professional development provided at the district level that is funded with Title I funds. The Superintendent will ensure that professional development is aligned with the needs of the district's Title I programs. Title I professional development will not duplicate that which the district provides for non-Title I purposes which, in the absence of Title I funds, would be provided to all staff.

Adopted on: 7/25/2013

Revised on: _____

Reviewed on: _____

5065 Early Graduation

General Policy. Students most effectively obtain the skills and experience necessary to graduate from high school by completing grades 9 through 12 over the course of 4 years. Unless otherwise permitted by Board policy or other applicable law, students must finish all 4 grade levels in order to graduate.

Requirements for Application. In unique circumstances, the Board may waive the four-year attendance requirement for high school graduation, provided that the student has met the requirements of this policy.

Students must make an application to the high school principal before they may seek permission to graduate early from the Board. The principal may consult with appropriate instructional and guidance staff members in making the determination. The student's application must include:

1. Proof that the student will meet all academic requirements necessary to graduate on or before the proposed graduation date;
2. A transcript showing that the student has no grade lower than "C" in any required course at the time of application;
3. A detailed essay that (a) addresses the reasons for seeking early graduation and (b) articulates the student's post-graduation plans, including goals and objectives justifying the need to graduate early; and
4. A letter from a parent/guardian supporting the application.

The student may submit any additional materials which support the student's efforts to graduate early. Such materials may include, but are not required to include: letters of support from staff and community members; proof of admission in a postsecondary program; and/or any other materials which the student believes to support the student's application.

Consideration by the Board of Education. The principal will make a written recommendation to the Board based on the submitted application from the student. The Board will consider but is not bound by the principal's recommendation. Along with the application, the Board may consult with members of the administration, staff, or anyone else the Board deems appropriate. The Board will grant a student's application only if it determines that the student is best served by permitting the student to graduate early.

Participation in District Activities. Early graduates will be considered graduates of the district at the time the Board confers such status upon them. Therefore, early graduates will no longer be considered members of the student body and will forfeit those rights and privileges accorded such students.

Adopted on: 7/14/2014

Revised on: _____

Reviewed on: _____

5066
Bed Bugs

Students found to have bed bugs will be removed from the classroom and inspected by the school nurse. Any bugs found should be removed and collected for identification. If an active bed bug is discovered, the student's parent(s) or guardian(s) will be notified, and prompt, proper treatment will be required. Any other students residing in the same household or otherwise at risk of infection should be inspected as soon as possible after the initial diagnosis.

The student will not be excluded from school the day of the diagnosis unless the student has been diagnosed previously and attempts at treatment have failed. No healthy child should be excluded from or allowed to miss school time because of bed bugs unless efforts to remedy an infestation have been unsuccessful.

If bed bugs are found in a classroom or elsewhere in the building, the school will notify parent(s) and guardian(s) of all students so that the students' clothing and other belongings may be inspected before bringing them into the home. The school will not be closed due to a bed bug presence. If pest management is necessary, it will be provided to affected areas of the school.

Adopted on: 6/14/2015

Revised on: _____

Reviewed on: _____

Quotation

Quote #	Date
58049	02/08/2016
Sales Rep	
James Mortimer 402-371-4530 x 210	

For	Customer # WS8754	Phones			
SARAH RUSK WAKEFIELD COMMUNITY SCHOOL 802 HIGHLAND STREET WAKEFIELD NE 68784		Wk 402-287-2012	Fax 402-287-2014		
		Cel 402-830--059			
		PO #	Terms	Ship Date	Ship Via
			Net Receipt		Will Call

Part	Description	Qty	Price	Extended
	RFP E-RATE NETWORKING EQUIPMENT 2016-2017 --470# 160015936, POSTED 01/06/2016			
	NETWORK HARDWARE			
1)	10GX120091000 BELDEN 10GX12 Multi-Conductor - Enhanced Category 6A Nonbonded-Pair Cable (Per 1000FT)	22	442.00	9,724.00
2)	AX102288 BELDEN Modular Connectors - 10GX Modular Jack -KeyConnect	122	9.00	1,098.00
3)	AX103256 BELDEN 10GX KeyConnect Patch Panel, 48-port, 2U, Titanium	5	485.00	2,425.00
4)	J-HOOK EATON 2" WALL-MOUNT CABLE HOOK	125	5.00	625.00
5)	50120-703 CHATSWORTH Quadra Rack; 19"W x 7"H x 29"D; Black; 45 RMU; No. of Posts - 4; Top Angle	1	694.00	694.00
6)	11840-736 CHATSWORTH CUBE-iT PLUS Wall Cabinet; 19"W x 36"H x 24"D; Black; 18 RMU	2	613.00	1,226.00
7)	CBL MGNT CHATSWORTH CABLE MANAGEMENT HARDWARE	1	540.00	540.00
8)	SMC1500-2U APC Smart-UPS C 1500VA 2U LCD 120V (31MIN RUN TIME AT 300W)	3	496.00	1,488.00
9)	ES-48-750W UBQ EdgeSwitch: 48 Port Managed PoE+ Gigabit Switch with SFP	4	1,075.00	4,300.00
10)	04234 C2G 3ft Cat6 Non-Booted Unshielded (UTP) Ethernet Network Patch Cable White - Patch cable - RJ-45 (M) - RJ-45 (M) - 3 ft - UTP - CAT 6 - white	120	4.00	480.00
11)	04235 C2G 4ft Cat6 Non-Booted Unshielded (UTP) Ethernet Network Patch Cable White - Patch cable - RJ-45 (M) - RJ-45 (M) - 4 ft - UTP - CAT 6 - white	60	5.00	300.00
	PROFESSIONAL SERVICES			
12)	NETLABOR CONNECTING POINT NETWORK LABOR - HARDWARE MOUNT, INSTALLATION, CONFIGURE	1	2,000.00	2,000.00
13)	A-SER-CABLELABOR CONNECTING POINT CABLE PULL LABOR - FLAT RATE: CABLE PULL LABOR, AND TERMINATION - PER RUN	180	162.00	29,160.00
	RF LABOR CP CAT6A CABLE TEST/CERTIFY TO 10GB	1	1,680.00	1,680.00

	Part	Description	Qty	Price	Extended
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NOTES

--SPIN# 143008761, PRECISION TECHNOLOGY INC,
dba CONNECTING POINT

PROJECT SCOPE

--RE-CABLE ALL EXISTING CAT5/6 NETWORK DROPS
IN EXISTING SCHOOL BUILDING WITH CAT6A - 10GB
CAPABLE CABLE
--2 WALL NETWORK DROPS PER ROOM, 1 AP DROP
PER CLASSROOM
--8 WALL NETWORK DROPS PER COMPUTER LAB, 1
AP DROP PER COMPUTER LAB
--3 AP DROPS PER GYM
--REUSE/REMOUNT EXISTING ACCESS POINTS
PURCHASED 2015 - CONFORMING TO EXISTING RFP
REQUIREMENTS

***3-4 WEEK ESTIMATED PROJECT TIMELINE

Subtotal	55,740.00
Tax	0.00
TOTAL	\$55,740.00

Accepted by

Date accepted

PROPOSAL



22145 W. Maple Road, PO Box 131
Elkhorn, NE, 68022
Phone 402-289-4126
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To: Wakefield Community School
Mark Bejot
802 Highland Street
Wakefield, NE 68784
United States

Project: Wakefield Network Refresh

Proposal Number: PCIQ8249

Date: 11/20/15

Scope of Work:

This proposal is to enhance the network infrastructure with the goal to go 90% wireless throughout the facility. This includes creating 10 Gigabit Network backbones and robust switching to handle the multitude of wireless devices from multiple vendors that Wakefield Public Schools utilizes. The proposal includes a new fiber trunk between the Main Closet in the HS Office to the Library closet where the server equipment resides. A new fiber trunk will be run from the Main Closet in the HS office to the Elementary wing. 3 cat6 cables will be dropped to each classroom above the ceiling to be utilized by an Access Point and an AppleTV in each classroom. There will be a spare cable at each location for future expansion if needed. Office areas will all receive 2 cables to existing wall jacks and terminated on new cat6 jacks with new faceplates. A 4-cable trunk will be added to connect the DMARC to the New Main closet to move the firewall equipment to the main closet. All new backbone switching and 10gig optical electronics are included for a full turn-key solution. All cabling will follow BICSI cabling standards to ensure top quality and appearance. The closet locations are determined based on the ability to cover the entire building with limited number of closets.

Fiber Trunks:

- 6 Pair Multi-Mode OM3 fiber will be pulled, terminated, and tested, from the HS Office Switch room to the Server closet in the Media Center.
- 6 Pair Multi-Mode OM3 fiber will be pulled, terminated, and tested, from the HS Office Switch room to the Elementary Closet in Room 121.

- Fiber will terminate on Rack Mounted trays and panels will be labeled accordingly.

Copper Cabling:

- 3 Cat6 cables will be pulled to each classroom and terminated above the ceiling in the center of each classroom.
- Cables will be terminated to loaded patch panels in the closets and terminated to jacks in surface mount boxes in the ceilings.
- 2 Cat6 cables will be pulled to each office location and terminated at existing locations utilizing new jacks and faceplates.
- 4 Cat6 cables will be pulled to the DMARC and terminated to a surface mount box to allow the firewall and other networking equipment to be located in the MDF closet.
- Cabling for the West wing (HS) consists of 23 classroom locations (3 cables), 10 office locations (2 cables), and 1 dmarc location (4 cables).
- Cabling for the East wing (Elementary) consists of 21 classroom locations (3 cables) and 6 office locations (2 cables).
- Additional cabling can be added during the project thru a process of change orders.

Please refer to the proposed map for cable locations and quantities.

Network Switching:

- The MDF will receive two 48-port Extreme Networks x450-G2 POE switches.
- Switches will be stacked providing high speed backplane and single management interface.
- Top switch is 10gig capable and will be utilized as the network backbone.
- The Elementary IDF will also receive two 48-port Extreme Networks x450-G2 POE switches.
- Switches will be stacked providing high speed backplane and single management interface.
- Top switch is 10gig capable and will connect to the network backbone via 10gig fiber.
- The server closet will receive one 48-port Extreme Networks x450-48 switch
- The switch will be connected to the network backbone via 10gig fiber

Wireless Expansion

- Existing wireless consists of 27 IAP-225 Access Points connected via existing cabling.
- Airwave license is included for 50 devices to be installed into existing virtual server environment. If required, a physical server can be added at additional cost.
- 3 years of support for the Airwave license and the IAPs is included.

Line	Qty	Description	Unit Price	Ext. Price
1		12 strand OM3 fiber from MDF to Library, and MDF to Elementary IDF		
2	800	12 Fiber Plenum Armor MIC 50/125 MM 10G 300M, CORNING - 012T88-33180-A3	\$3.43	\$2,744.00
3	3	Coming fiber rackmnt encl 24-f Capacity 1U unloaded CCH-01U	\$246.46	\$739.38
4	4	Adapter Panel, 12- Fiber, 6 Duplex LC's, 50/125 MM, 10G, Aqua, CORNING - CCH-CP12-E4	\$100.44	\$401.76

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<u>Line</u>	<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
5	50	LC FO Connector 50um 10G, CORNING - 95-050-99X	\$18.21	\$910.50
6	4	LC-LC OM3 50 micron, 1.5m	\$37.14	\$148.56
7	2	Misc. Products	\$52.86	\$105.72
12		SubTotal		\$8,183.92
13				
14		Network Cabling		
15	40,000	Cat 6 Cable Blue, 7131800 General	\$0.34	\$13,780.00
16	4	P-PANEL, CAT6,48PORT,2U,UNI A/B,BK	\$335.34	\$1,341.36
17	158	Cat 6 Jack 8W8P Ivory..HXJ6EI HUBBELL	\$7.72	\$1,220.08
18	45	HOUSING, SURFACE MOUNT,4 PORT,EI	\$5.66	\$254.70
19	16	HOUSING, SURFACE MOUNT,2 PORT,EI	\$2.74	\$43.84
20	158	Cat6 Non-Booted Patch Cable, Blue,7', MCTP6I-6-7 Quicktron	\$2.86	\$451.88
21	158	1' White Cat6 Patch Cord, Non-Booted	\$1.69	\$267.02
22	800	1 5/8" J-Hook w/ Beam Clamp Attachment, JHK21-BC Garvin	\$2.85	\$2,280.00
23	158	Misc. Products	\$12.86	\$2,031.88
29		SubTotal		\$47,178.76
30				
31		Network Switching with 10Gig backbone		
32	2	Summit X450-G2 48 10/100/1000BASE-T POE+, 4 10GBASE-X unpopulated SFP+, two 21Gb stacking ports, 2 unpopulated power supply slots, fan module slot (unpopulated), ExtremeXOS Edge license	\$4,710.71	\$9,421.42
33	2	Summit X450-G2 48 10/100/1000BASE-T POE+, 4 1000BASE-X unpopulated SFP, two 21Gb stacking ports, 2 unpopulated power supply slots, fan module slot (unpopulated), ExtremeXOS Edge license	\$3,639.29	\$7,278.58
34	1	Summit X450-G2 48 10/100/1000BASE-T, 4 10GBASE-X unpopulated SFP+, two 21Gb stacking ports, 1 Fixed AC PSU, 1 RPS port, fan module slot (unpopulated), ExtremeXOS Edge license	\$4,639.29	\$4,639.29
35	5	FAN Module for Summit X460-G2 Series Switches - front to back airflow	\$210.71	\$1,053.55
36	2	1100W AC Power Supply Module - front to back airflow	\$782.14	\$1,564.28

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Line	Qty	Description	Unit Price	Ext. Price
37	2	715W AC Power Supply Module - front to back airflow	\$639.29	\$1,278.58
38	4	40 Gigabit Ethernet QSFP+ passive copper cable assembly, 0.5m length.	\$178.57	\$714.28
39	4	Power Cord, 13A, USA, NEMA 5-15, IEC320-C15	\$17.86	\$71.44
40	4	10 Gigabit Ethernet SFP+ module, 850nm, MMF 26-300m link, LC connector	\$853.57	\$3,414.28
45		SubTotal		\$32,729.70
46				
47		Extended Aruba Wireless APs		
48	21	Aruba Instant IAP-225 Wireless Access Point, 802.11ac, 3x3:3, dual radio, integrated antennas - Restricted regulatory domain: United States	\$980.50	\$20,590.50
49	21	NBD SUPPORT FOR IAP-225-US (3 YEAR)	\$130.00	\$2,730.00
50	8	Aruba Access Point Mount Kit (box style, secure, flat surface). Contains 1x flat surface wall/ceiling secure mount cradle. Color: black	\$56.79	\$454.32
51	1	AirWave license for 50 devices	\$3,781.93	\$3,781.93
52	1	SUPPORT FOR AW-50 (3 YEAR)	\$1,081.00	\$1,081.00
57		SubTotal		\$33,131.75
58				
59				
60				
61				

14,701.⁵⁰

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<u>Line</u>	<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
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Material SubTotal	\$84,794.13
Labor, Mileage, Warranty, Shipping & Misc.	\$36,430.00
SubTotal	\$121,224.13
Tax	\$0.00
Total	\$121,224.13

Exclusions/Assumptions

sales tax
Lift rental

Payment Terms Net 30. Material is
invoiced upon receipt.

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E-rate Category Two Funding:

Our Fall membership (a snapshot of our enrollment number as of October 1st) as reported to the state shows our total district membership at 399 students. Out of those 399 students, 229 are eligible for F/R lunch. Due to our percentage of students who are eligible for F/R lunch, we are allowed to apply for E-rate funds for 80% of our fall membership total enrollment count. E-rate allows for \$150 per student. Here is a breakdown of the E-rate formula and the funding we can apply for:

Our Fall Membership total: 399
80% of that Membership: 319.2
E-rate funds we may apply for: $319.2 \times \$150 = \$47,880$

If we are approved for the E-rate funds we have applied for, we have \$47,880 that we can spend on the bids we have received. When looking at the bids that we decide to pursue, we also must apply the 80% rule to the total bid price, and we also have 1% of the total bid that is ineligible for E-rate funds due to the fact that we have a preschool. Preschool is not eligible for funding because Nebraska law does not include prekindergarten education in its definition of elementary education.

Connecting Point's bid will use the majority of our eligible funding. The bid for Connecting Point includes running all new updated cable throughout the building, installing new racks, battery backups, and switches. Their quote came in at \$55,740. Here is a breakdown of how that bid will look with E-rate funds applied to it:

Connecting Point Bid:	\$55,740
1% Ineligible (Preschool)	<u>-557.40</u>
	\$55,182.60
Funded by E-rate (x 80%):	<u>\$44,146.08</u>
Our Cost:	\$11,036.52

After this, we will still have \$3,733.92 left to spend of our E-rate funds (\$47,880-\$44,146.08). These funds can go toward the purchase of new access points.



Precision Data Products

JIM EIDENBERGER
 5036 Falcon View Avenue S.E.
 Kentwood, MI 49512-8367
 Fax (616)698-9047
 Phone 800-968-0888 Ext 730
 Tax ID: 38-3635440

Price Quote
Wakefield Community School
 ATTN: Sarah Rusk



Effective Date: April 4, 2016

Please Indicate stock numbers when order

CDW

STOCK NO.	DESCRIPTION	QTY	PRICE PER UNIT	TOTAL AMOUNT
P5V06UT	HP ELITEONE 800 All in One- i7-6700 8GB 1TB 23" Touch Display	12 10	\$1,312.00	1440.38
P5V05UT	HP ELITEONE 800 All in One- i7-6700 8GB 1TB 23" Standard Display	12 10	\$1,149.00	—
P5V04UT	HP ELITEONE 800 All in One- i5-6500 4GB 500TB 23" Touch Display	12 10	\$1,085.00	1203.00
P5V03UT	HP ELITEONE 800 All in One- i5-6500 4GB 500TB 23" Standard Display	12 10	\$905.00	—
V2V50UT	HP ELITEONE 800 All in One -i5-6500 8GB 128GB SSD 23" Touch Display	1	\$1,160.00	—
P1N54AT	HP 8GB DDR4 Memory Module	12 10	\$53.00	—
T3L10UT	HP ProBook 450 G3 15.6" Notebook - i5-6200U 8GB 128GB SSD	17 15	\$685.00	791.01
T1B70UT	HP ProBook 450 G3 15.6" Notebook - i5-6200U 8GB 500GB	17 15	\$681.00	723.18
T1B78UT	HP ProBook 450 G3 15.6" Notebook - i5-6200U 8GB 128GB SSD w/Touchscreen	17 15	\$729.00	—
H6Y77UT	HP 8GB DDR3 Memory Module	17 15	\$82.00	—



Together We Transform Lives

Starting a TeamMates Chapter

Are you interested in starting a TeamMates chapter? You will be joining a team of more than 130 communities across Nebraska, Iowa and California. Listed below are the steps to become a TeamMates Chapter:

- **Request Inquiry Packet**
Contact the Central TeamMates office for an inquiry packet that includes general information about the TeamMates Mentoring Program including: TeamMates brochures, history, guidelines and key contacts.
- **Determine Community Interest**
Invite representatives from TeamMates to your community to give presentations on the impact of mentoring, as well as the support needed at the school and community levels for a TeamMates program.
- **Form the TeamMates Governing Board**
As a 501c3 non-profit, a governing board must be established to provide oversight of the program. The board should be comprised of representatives of the school and all aspects of the community. The board members must complete a background check and board training.
- **Identify the Program Coordinator**
An employee of the local school district needs to be identified as the chapter program coordinator. The school district may compensate this position in a variety of ways including a stipend, planning period or the position may be written into the job duty.
- **Complete Request for Program (RFP)**
Once the school district has approved the formation of a TeamMates chapter, the board has been formed, and a coordinator has been identified, the RFP must be completed and sent to the TeamMates Central Office for review and approval. Contact your TeamMates representative or the TeamMates Central Office for the RFP packet and sample.
- **Adopt TeamMates Organizational Structure**
When the proposal has been reviewed and accepted, the governing board will be asked to adopt the TeamMates organizational structure including the chapter agreement, articles of incorporation, by-laws, and centralized accounting procedures. All chapter leaders, including the board and coordinator, will be trained on TeamMates policy and procedure.

Welcome to TeamMates—you are now officially a chapter!

TeamMates Mentoring Program
6801 'O' Street Lincoln NE 68510 www.teammates.org 1-877-531-TEAM



Together We Transform Lives

Speaking Points

- **MISSION:** To impact the world by inspiring youth to reach their full potential.
- **VISION:** To become the gold standard in school based mentoring and serve 12,000 youth by 2020.
- **VALUES:**
 1. *Commitment to youth* -- We are committed to serving youth with compassion and respect.
 2. *Safety* -- The safety and protection of the mentee and mentor is first priority.
 3. *Integrity and Trust* -- We are committed to integrity and trust in all relationships.
 4. *Inclusion* -- We are committed to the inclusion of mentees and mentors from diverse backgrounds.
- **TEAMMATES PHILOSOPHY:** All youth can benefit from a mentoring relationship. Whether in a formal relationship such as TeamMates or an informal relationship such as a neighbor or relative, we believe everyone needs a positive role model to provide guidance and wisdom. The role of a mentor is to identify the strengths and talents of a student.
- **NEED FOR MENTORS:** TeamMates is always looking for adult volunteers (mentors) who want to build a positive relationship with a student in order to help them reach their full potential. You can start mentoring at anytime during the school year. By volunteering just one hour a week mentors build a friendship with the student, and provide support, encouragement and guidance. Mentors must be 18 or over and have a high school degree or GED equivalent.
- **HOW TO SIGN UP:** 1. Apply by completing an application - visit teammates.org 2. Train 3. Meet your mentee. If you have any questions about how to become a mentor please contact TeamMates at 1-877-531-8326.
- **SCHOOL BASED:** TeamMates is a school-based program— meaning that matches meet at the school during school hours and during the school year. Meeting at the school provides a safe, neutral environment with games, activities and resources to help support the match.
- **YOUTH:** A youth in the TeamMates Mentoring Program is called a mentee. Youth in the TeamMates Mentoring Program are identified for their strengths and have expressed a desire to have a mentor. The parents are the primary support and a mentor's role is to provide additional support and encouragement. Students may self-nominate or a parent or teacher may nominate a young person to have a mentor. Students in grades three through twelve are eligible for TeamMates.
- **ONE VISIT A WEEK:** Volunteer mentors meet with the same student each week. The goal is for the mentor to follow the same youth through high school graduation.
- **MENTORING ACTIVITIES** – During weekly meetings, mentors focus on the strengths of youth and let youth take the lead in determining activities. Some matches work on homework, while others eat lunch, talk, work on a craft or go to the school gym.
- **REWARDS** - Mentors often report that they feel they have received much more from the mentoring relationship than they have given.
- **DATA** - TeamMates tracks data on all matches. While the focus of mentoring relationships is about fostering strengths, the natural outcome of strong relationships are improved grades, attendance and behavior.



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Things to Know About TeamMates Mentoring Program

- ✓ TeamMates is a one to one, relationship based mentoring program.
- ✓ Matches meet one time per week, on school grounds, during school hours with staff present.
- ✓ TeamMates is inclusive of any student that desires a mentor grades 3-12.
- ✓ Students can be nominated for TeamMates by school staff, families or they can self-nominate.

- ✓ Mentors are screened, trained volunteers.
- ✓ They are adult guides, advocates and trusted friends.
- ✓ Mentors are not tutors or gift givers, and cannot transport students.
- ✓ Mentors focus on what students want to do during meeting time.
- ✓ Teachers, support staff and administrators can mentor.
- ✓ Mentors are mandatory reporters.

- ✓ TeamMates matches can access their Gallup Strengths and participate in strengths focused mentoring.
- ✓ TeamMates offers group outings (like the zoo or Red/White game) as experiences that provide mentees a vision for graduation and post-secondary planning.
- ✓ TeamMates offers high school matches support for life skill and post-graduation planning.
- ✓ TeamMates offers multiple scholarship opportunities for participating youth.

Your school has taken part in an opportunity to help youth grow more than in the classroom. You can support your local chapter with time, financial donations, or mentor recruitment. School support is important to TeamMates match success.

There are kids in your school who are waiting for a mentor so please ask someone you know to mentor by encouraging them to go to [TeamMates.org](https://www.TeamMates.org) and click **Be A TeamMates Mentor**



Together We Transform Lives

The Mission of TeamMates *is to positively impact the world by inspiring youth to reach their full potential through mentoring.* Established in 1991 by Tom and Nancy Osborne, TeamMates was formed in an effort to provide support and encouragement to school-aged youth. The goal is to see youth graduate from high school and pursue post-secondary education. TeamMates has touched the lives of thousands of youth and currently provides a mentor for more than 7,000 youth across more than 130 chapters in Nebraska, Iowa and San Diego, California.

The impact of the TeamMates match on the mentee is profound. During the 2014-2015 school year:

- 55% of mentees maintained or improved their academic performance.
- 75% maintained or had fewer unexcused absences
- 84% maintained or experienced fewer disciplinary referrals.
- More than 95% of mentees reported that they are happy when they meet with their mentor, that their mentor talks to them about what they do well, they feel important when they are with their mentor and that they trust their mentor.

Data collection through Gallup's Clifton Strengths Project helped affirm what TeamMates already believed to be true:

- Strengths-based mentoring positively influences student engagement with school.
- Students in the control group who received no strengths training as part of their mentoring program were significantly less likely to strongly agree that they looked forward to seeing their mentor over time.
- There is a positive correlation between a student looking forward to seeing their mentor and overall levels of hope, engagement and well-being.

TeamMates has been recognized as a "Best Practice" mentoring organization which means the structure, policy and procedures are in place for a safe and consistent program. TeamMates adheres to *the Elements of Effective Practice* which were developed by the National Mentoring Partnership as the national standards for running a quality mentoring program.

To support a mentor/mentee match, it costs the TeamMates Mentoring Program approximately \$400 compared to the national average cost per match for mentoring programs of \$1,000 to \$2,000 per match. TeamMates is an effective and efficient mentoring organization due in part to its school-based match meeting venue, allowing for support from participating school districts which keeps costs low.

In 2006, the National Mentoring Partnership identified a significant "mentoring gap" and issued a nationwide call to action. The partnership estimates over 15 million youth are in need of a mentor each year. In order to respond to the call, TeamMates set a goal to reach 12,000 youth by 2020.

www.teammates.org 1-877-531-TEAM



Together We Transform Lives

The TeamMates Advantage

Proven Mentoring Model: TeamMates Mentoring Program adheres to the *Elements of Effective Practice for Mentoring*[™] with program policies, guidelines, and training provided by our Central Office to each of TeamMates 130+ chapters. TeamMates structure and policies have led to recognition as a “Best Practice” mentoring program, as the structure and policy are in place for a safe and consistent program. TeamMates believes that all youth can benefit from the presence of an additional caring adult in their lives, and is open to students regardless of their background. TeamMates matches meet once per week at the student’s school and TeamMates mentees have consistently seen improvement in their grades, attendance, and behavior based on data collected through partnerships with local school districts.

Multi-state Team, Local Chapter: TeamMates is structured as a parent organization (central office) with subsidiaries (chapters) comprised of a community-school district partnership. The central office provides TeamMates framework, program guidance, and on-going marketing, recruitment, training, fundraising, and administrative support. Each chapter retains the ability to modify its program, within TeamMates policy, to produce the greatest positive impact on its youth. As a result, TeamMates chapters are on the cutting edge of national research-based mentoring practices and can implement them based on local knowledge of youths’ needs and desires, all while maintaining an annual cost per match between 25 and 50 percent of the national average.

Strength-based Mentoring: TeamMates began using Gallup’s Strengths Project in 2010. Results from those chapters currently using a strength-based approach to mentoring have demonstrated a positive impact on participating students’ hope, engagement, and overall well-being. Importantly, mentees that participated in strengths-based mentoring were more likely to strongly agree that they look forward to seeing their mentor over the course of their relationship, a factor correlated with stronger relationships and improved outcomes for mentees.

Post-Secondary Emphasis: The goal of TeamMates is to see youth graduate from high school and complete a post-secondary degree program. To accomplish this goal, TeamMates mentors are trained to talk to mentees about graduating from high school and how to help mentees access post-secondary education. In order to help mentees pursue post-secondary education, TeamMates Central Office offers multiple scholarships ranging from \$1,000 to full tuition.

In addition to financial assistance, TeamMates matches are now able to continue at the post-secondary level. Post-secondary mentees can continue with their current mentor, or be matched with a new mentor from the school or surrounding community. In the two years since expanding into post-secondary mentoring, TeamMates has seen over 90 percent of mentees persist to their second year of post-secondary education, 25 percent higher than the national average.

Length and Quality of Relationship: The length and quality of mentoring relationships have been linked to improved outcomes for youth. TeamMates average length of match is nearly three years, compared to the national average of 12 months for school based programs. In addition, 90 percent of mentees annually report trusting and feeling cared for by their mentor, key indicators of match quality. TeamMates high standards for mentors, safe boundaries, and targeted match support ensure matches have the resources and support they need to develop strong, impactful relationships.

TeamMates Mentoring Program is a 501(c)(3) nonprofit organization whose mission is to positively impact the world by inspiring youth to reach their full potential through mentoring.